THE LAKE OF THE WOODS GUN CLUB
RANGE SAFETY OPERATIONS MANUAL

Updated Dec. 4, 2025

This information is provided to all members for your guidance in the use of our property and ranges.

INDIVIDUAL MEMBER RESPONSIBILITY

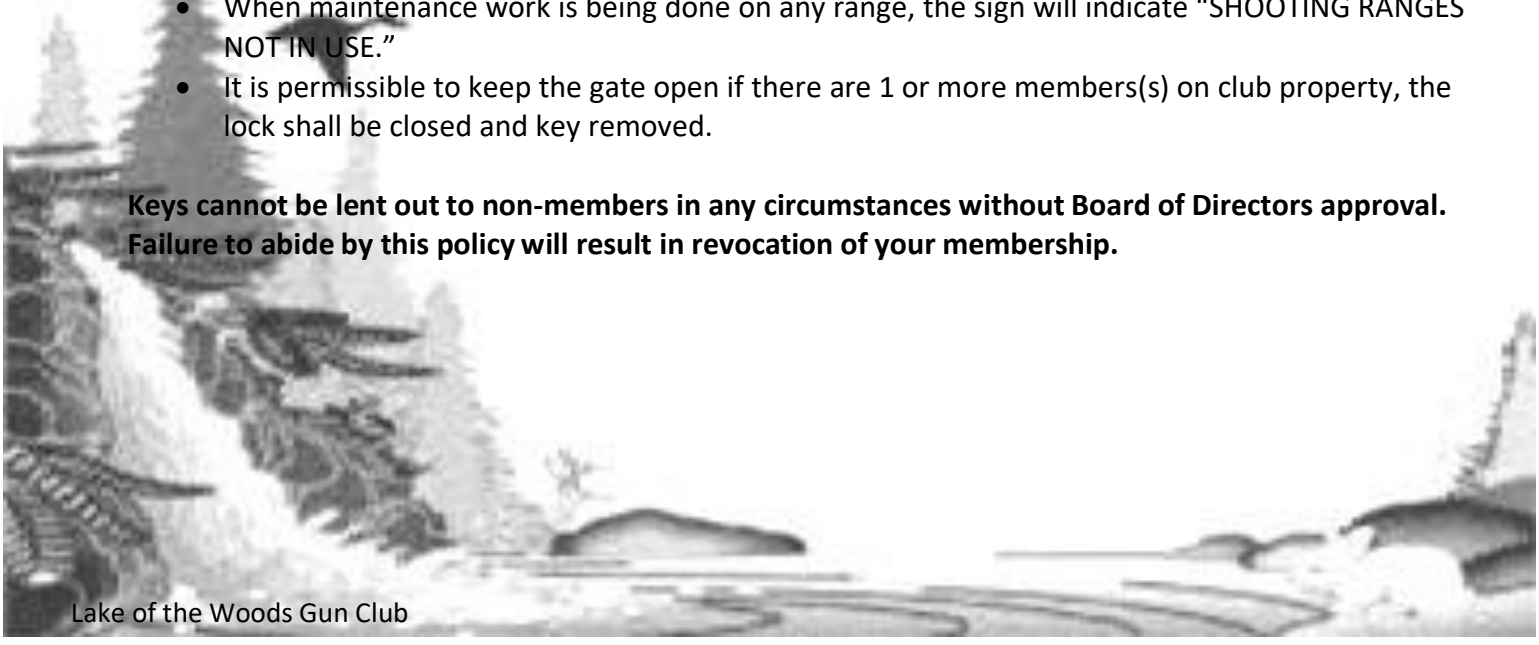
As a member it is your responsibility to:

1. Know and obey the safety rules that are posted on each range. As such, all members must be able to read, speak and understand basic English without an interpreter.
2. Inform your guests of the safety rules before you let them shoot on any range.
3. Supervise all guests when on the property.
4. Appoint or act as the range officer or squad leader if more than one person is shooting at the same time on a range.
5. Post targets only on target boards provided and not on any target frame or support; also, portable target frames are not permitted. Targets shall not be placed anywhere but at a backstop. Do not put targets on the shrouds. Targets shall not be placed on the range floor.
6. Use the ranges only in accordance with the conditions of approval.

GATE AND GATE SIGN

- The gate to the property shall be closed and locked when no activity is in progress, and the "SHOOTING RANGES NOT IN USE" sign shall be visible.
- The gate shall be open and the sign "DANGER: SHOOTING RANGES IN USE" displayed when an organized, scheduled event is in progress.
- Whenever a member is on the property alone and engaged in a shooting activity, the sign will display "DANGER: SHOOTING RANGES IN USE".
- When maintenance work is being done on any range, the sign will indicate "SHOOTING RANGES NOT IN USE."
- It is permissible to keep the gate open if there are 1 or more members(s) on club property, the lock shall be closed and key removed.

Keys cannot be lent out to non-members in any circumstances without Board of Directors approval. Failure to abide by this policy will result in revocation of your membership.



Lake of the Woods Gun Club

RANGE SIGNS

The range signs shall indicate “DANGER: SHOOTING RANGES IN USE” when shooting is in progress or “SHOOTING RANGES NOT IN USE” when no shooting is going on.

VISITORS

A member should encourage visitors to use our approved ranges for recreational shooting under our guidance and supervision**.** Non-members are welcome as guests. **The guest must be accompanied by and supervised by a member**. The member will ensure the appropriate fees are paid by their guest(s). **Every member who brings a guest to the range must inform them of the safety rules as posted before the guest can shoot.**

LOG BOOK

The CFO requires **all** members to sign in when using Club ranges. The LWGC provides an individual log book for each range on the property.

1. The CFO recommends that names are not used. Members will sign in and out using their CSSA number (shown on their membership card).
2. The CSSA requires that guests must sign in and out, printing and signing their full name to take advantage of CSSA’s guest insurance coverage.
3. The CFO and the Firearms Act require LWGC to keep records with respect to GUESTS using restricted firearms and prohibited handguns. GUESTS must fill out a pre-printed form with his or her name, address, telephone number, the number of his or her license to possess firearms (if one exists) and deposit the form into a locked box secured to the wall in the Pistol Clubhouse or Rifle shack.

GENERAL SAFETY RULES

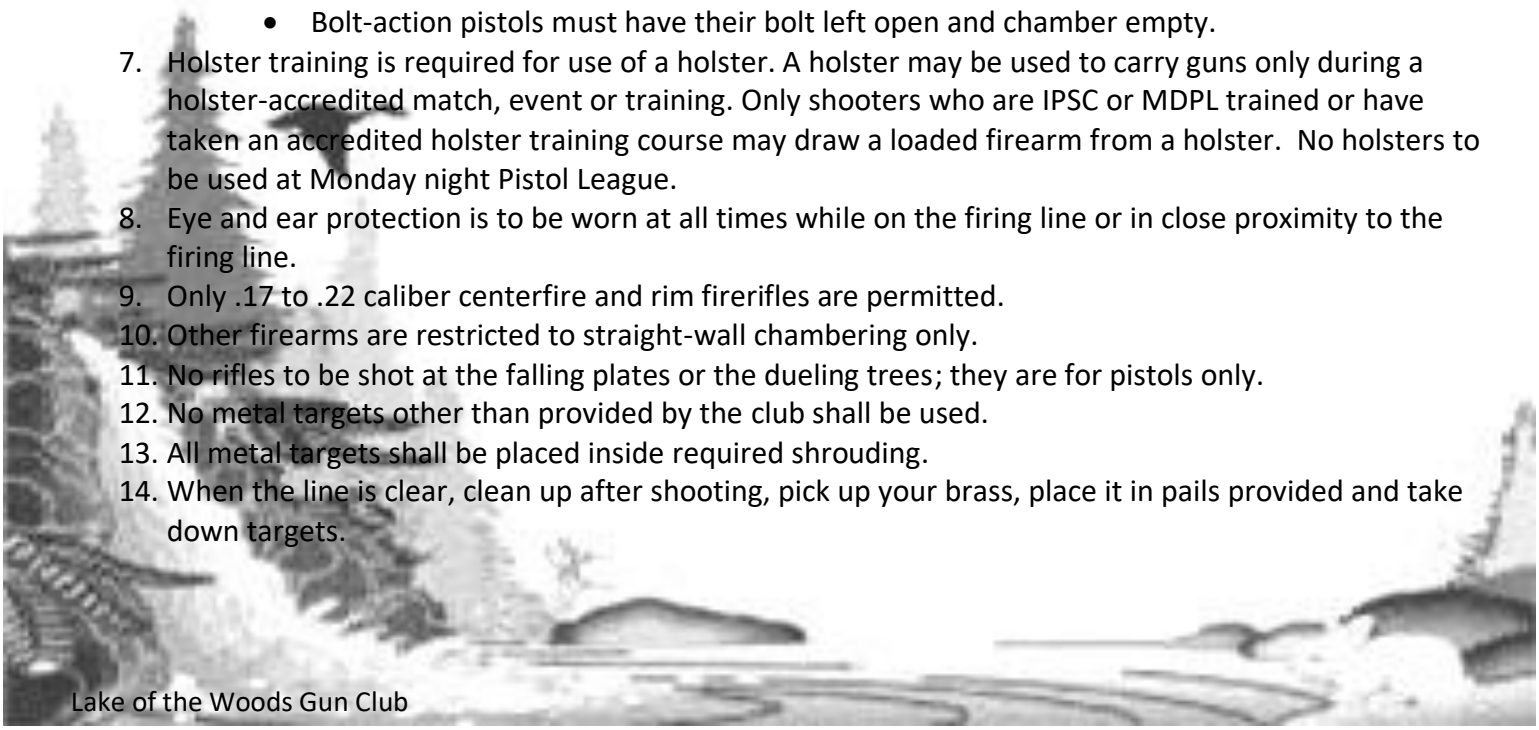
The following safety rules apply to ALL ranges on the property.

1. No alcohol or drugs are allowed on club property, and no shooting allowed while under the influence of alcohol or drugs. Prescription drugs that prevent sound judgement and safe operation of a firearm also disqualify an individual from attendance.
2. Members and guests MUST sign in and out. This is a CFO and insurance requirement.
3. A Range Officer is required if there is more than 1 shooter on the line. The Range Officer is in complete control of the range at all times. His/her word is final!
4. Eye and ear protection EW mandatory.
5. Red/Green Firing Line Control Flag:
    - The RED flag is to be flown when firing is underway—no one is allowed forward of the designated firing line.
    - The GREEN flag is to be flown when firing has ceased and the firing line is safe. Persons may then go downrange—others must keep away from the firearms.
6. Be sure the range is clear before starting any activity.
7. Assume all firearms are loaded until you personally prove them safe.

8. Keep the muzzle downrange at all times.
9. The action MUST BE OPEN at all times until it is your turn to shoot unless holstered.
10. Keep your finger off the trigger and out of the trigger guard until you are ready to shoot.
11. Ear and eye protection MUST BE WORN by shooters, officials and spectators in close proximity to the firing line.
12. Do not load until you are on the firing line, or in the shooting station, and the squad leader or range officer has given permission.
13. Do not distract others in any way while they are preparing to or are actually shooting.
14. No live ammunition is permitted in the Designated Safe Gun Handling Areas.

HANDGUN

1. All shooters must shoot from the same firing line distance.
2. All firearms must be brought to and from the firing line or a designated safety area, cased or unloaded, actions open.
3. Positively no handling of firearms, for any reason, while members are downrange scoring or setting up targets.
4. All guns must be pointed downrange at all times when handled either in a loaded or unloaded condition, unless at a designated safety area, where they will remain unloaded and may be pointed a prescribed side berm, backstop or defined direction.
5. The actions of all firearms must be open at all times except when actually being used on the firing line or holstered.
6. When guns are not in use on the firing line, they must either be holstered or be positioned such that the barrels point downrange and:
    - Revolvers should have their cylinders left open and empty.
    - Single-action revolvers should have their cylinder empty and the loading gate left open.
    - Semi-auto pistols must have their slides locked open and the magazine removed.
    - Break open pistols must be left open with an empty chamber.
    - Bolt-action pistols must have their bolt left open and chamber empty.
7. Holster training is required for use of a holster. A holster may be used to carry guns only during a holster-accredited match, event or training. Only shooters who are IPSC or MDPL trained or have taken an accredited holster training course may draw a loaded firearm from a holster. No holsters to be used at Monday night Pistol League.
8. Eye and ear protection is to be worn at all times while on the firing line or in close proximity to the firing line.
9. Only .17 to .22 caliber centerfire and rim firerifles are permitted.
10. Other firearms are restricted to straight-wall chambering only.
11. No rifles to be shot at the falling plates or the dueling trees; they are for pistols only.
12. No metal targets other than provided by the club shall be used.
13. All metal targets shall be placed inside required shrouding.
14. When the line is clear, clean up after shooting, pick up your brass, place it in pails provided and take down targets.



HANDGUN Range #5 Action Range addendum

Maximum Firing Distance 15 Meters

1. All targets must be placed at ground level against backstop within designated area.
2. All shots must be directed into the backstop.
3. No moving targets allowed without authorization.
4. All steel targets must be shrouded or bunkered.
5. No shooting of steel targets closer than 15 meters.
6. No shooting steel targets with rifles.
7. Eye and ear protection must be worn.
8. A range officer must be designated.
9. No drugs or alcohol allowed.

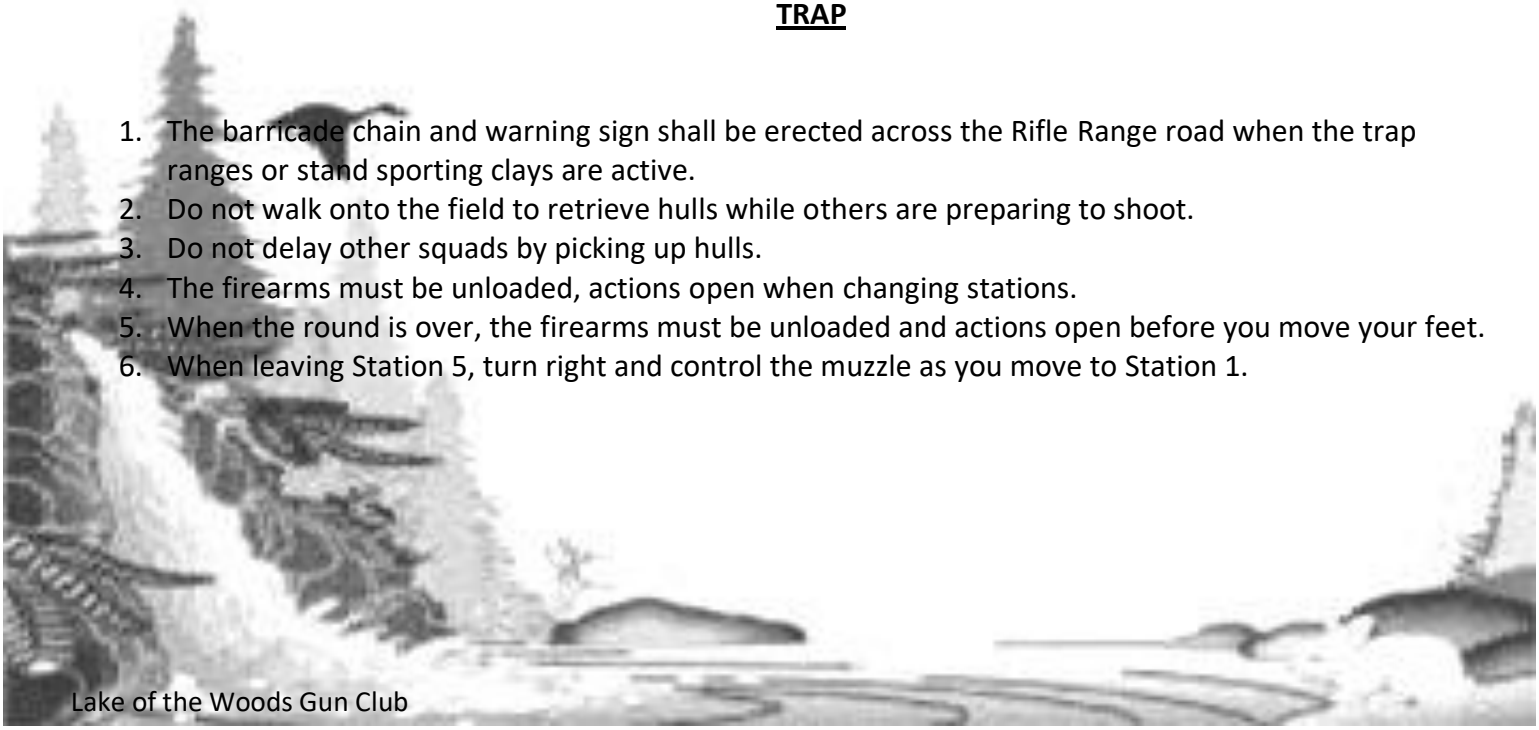
Firearms authorized at this range: handguns, shotguns, pistol-calibre rifles, rimfire rifles, .223 carbine rifles.

SHOTGUN

1. Shotgun ammunition is restricted to shot size not larger than 7½ and no greater power than 3¼ dram on all shotgun ranges.
2. No one shall operate any of the traps unless authorized by the Shotgun Chairman, Trap Chairman, Sporting Clays Chairman or the Range Operator.
3. Everyone must receive training in the safe operation of traps before using them.
4. Shooters and spectators shall remain clear of all traps for their personal safety.

TRAP

1. The barricade chain and warning sign shall be erected across the Rifle Range road when the trap ranges or stand sporting clays are active.
2. Do not walk onto the field to retrieve hulls while others are preparing to shoot.
3. Do not delay other squads by picking up hulls.
4. The firearms must be unloaded, actions open when changing stations.
5. When the round is over, the firearms must be unloaded and actions open before you move your feet.
6. When leaving Station 5, turn right and control the muzzle as you move to Station 1.



Lake of the Woods Gun Club

SPORTING CLAYS

1. Pull out and set up RED flag at Station 1 along the road.
2. Open "DANGER: SHOOTING RANGES IN USE" sign on the trap range.
3. Shooting cages shall not be moved or altered or changed by anyone, except the Range Operator or the Sporting Clays Chairman.
4. The shooting cage and position shall clearly define the limits of the safe cone of fire. All shooters shall stay within these defined limits.
5. The actions of all firearms must be open and unloaded at all times, except when in the shooting cage.
6. Ensure the trapper is in safe position at a sporting clay machine before entering cage and loading gun.
7. The firearms must be unloaded and the actions open before you leave the shooting cage.
8. When the round is over at each station, pick up the hulls.
9. Completely un-cock sporting clay machine by holding back on the arm and releasing gently.
10. Cover up machine and return unused targets to freezer and relock freezer.

RIFLE

No firing before 8 a.m. weekdays or before 9 a.m. weekends. No firing after sunset.
No hunting on club property.

1. A Range Officer must be appointed if there is more than 1 shooter.
2. All firearms must be unloaded, actions open and carried muzzle up when moved between vehicles and the firing line.
3. Firearms may only be loaded when in firing position on an active firing line.
4. Unattended firearms shall be unloaded with the action open.
5. Bench number must correspond with target number. No cross firing.
6. Targets at 385 and 500 meters must be fired on from baffled shooting positions only.
7. All magnum rifle calibers must be fired from baffled shooting positions on benches 13 and 14 only.
8. Targets will be attached to target backers provided in a manner to prevent damaging the target supports. Do not post targets on the shrouds.
9. All firing must be directed into a backstop. Every projectile discharged will remain within this range.
10. Unsafe muzzle direction and damage to club property due to rapid rate of fire—sometimes referred to as "mag dumping"—is strictly prohibited. Remember that all rounds must be directed into a backstop, striking the midline or lower, without damaging target frames.
11. Ear and eye protection for persons in near proximity to an active firing line is mandatory.
12. Positively no handling of firearms allowed on the firing line while persons are downrange.
13. All garbage is to be collected, bagged or otherwise removed from the range property. Please take your garbage home with you. Food waste attracts bears; please take it home.
14. No handgun use on this range until further notice.
15. Personal vehicles are not allowed on the rifle range at any time. Contact the rifle chairman to inquire about use of the Gator.
16. The rifle range requires frequent maintenance. If you see the "workers downrange sign," do not handle firearms until all workers are behind the firing line.

Maximum approved caliber - all centerfire rifles except .50 BMG.

Prohibited ammunition – tracer, incendiary, explosive or armor piercing.

Types of targets permitted – Paper, shrouded steel metallic silhouettes. Glass targets are prohibited.

Permitted shooting activities – Benchrest paper targets, 40, 60, 75, 100, 150, 200, 385, 500 meters. Shrouded Metallic Silhouettes 40, 60, 75, 100, 150, 200 meters.

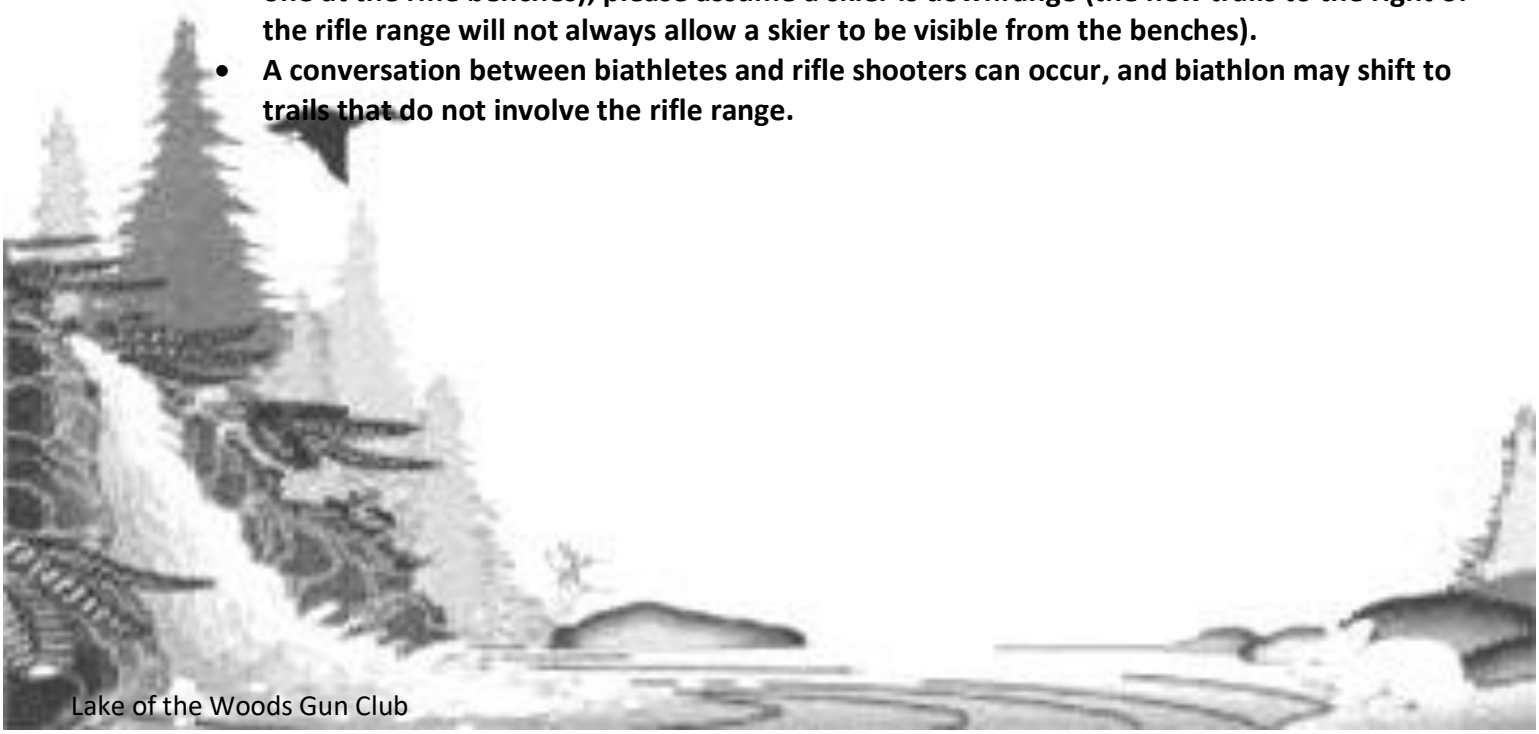
Red/Green Firing Line Control Flag

- The RED flag is to be flown when firing is underway—**no one is allowed forward of the firing line.**
- The GREEN flag is to be flown when firing has ceased and the firing line is safe. Persons may then go downrange—**keep away from the firearms.**

Winter Use and Biathlon Program

- For the safety of our athletes, while biathlon is on snow training, the rifle range will be first come, first served. Biathletes are doing combined ski/shoot training on the LWGC property, with skiing downrange on the rifle range and on trails around the property.
- Biathlon winter training sessions are usually 60-90 minutes.
- Prominent signage will indicate when biathlon training is in session.
- Please respect the biathlon trails and walk to the far left side if you must use them. Biathlon groomers are creating specific walking trails to allow rifle shooters to move downrange without damaging dedicated ski trails. Footprints on ski trails are difficult to repair. Care is appreciated.

- **If showing up at rifle range and biathlon training in progress (i.e., there is a vehicle but no one at the rifle benches), please assume a skier is downrange (the new trails to the right of the rifle range will not always allow a skier to be visible from the benches).**
- **A conversation between biathletes and rifle shooters can occur, and biathlon may shift to trails that do not involve the rifle range.**



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