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National Field Archery Association
800 Archery Lane
Yankton, SD 57078

Course Approval Form for Marked and Unmarked 3-D Ranges

To obtain NFAA Marked and Unmarked 3-D course approval, the Club Secretary/Shop Manager must contact the respective NFAA Director. The Director will provide the necessary forms and arrange for inspection. The Director or his/her designated representative must conduct the inspection and complete the Course Approval Form in its ENTIRETY. Any person designated to represent the Director must be a member in good standing of the NFAA. No course shall receive approval until all safety hazards, in the opinion of the Inspector, are removed. It is MANDATORY that the Inspector is provided with a map of the range layout at the time of inspection that shows distances, direction, targets, and shooting positions. This map must be submitted to NFAA Headquarters along with the Approval Form.

All NFAA sanctioned leagues and tournament competitions must be conducted on a NFAA certified range. Range requirements are established to ensure minimum safety standards and shooting conditions. The requirements listed below are applicable to both club and commercial facilities.

Course Approval Forms must be made in triplicate, with one copy being retained by the club, one retained by the Director, and one forwarded to NFAA Headquarters. The \$15.00 Course Approval Fee must accompany the completed form mailed to NFAA Headquarters. If completing the form online, payment can be rendered online or mailed in to NFAA Headquarters separately. Upon receipt of the completed form and full payment by NFAA Headquarters, the club/shop will be issued the course certificate.

Course approval shall expire two years from the date of issuance. When a change is made in the course, a new Course Approval must be obtained. The \$15.00 Course Approval fee applies to each range. If course approval is completed within a month period from the effective date of new charter, no fee will be required for the initial approval. Course approval may be withdrawn at any time when, in the opinion of the NFAA Director, a condition falls below the requirements noted herein. Revocation or expiration of course approval shall mean that no NFAA sanctioned events may be conducted on the course. The Executive Secretary of the NFAA may allow deviations to certain rules listed herein except deemed as safety requirements on the recommendation of the inspector. Any such deviations allowed shall be stated on the approval certificate on display.

The herein described course facilities have been approved by me or my appointee and have been found to meet all NFAA and State requirements and is chartered with NFAA. I hereby recommend that it be recognized as an official NFAA approved course.

Club/Shop Name _____

Club/Shop State _____

NFAA Director

Name _____

Signature _____

State _____

Date _____

Section 1: General Course Layout & Safety Requirements

		Yes	No	Remarks
1	No paths leaving targets go directly behind target bales.			
2	Paths between targets are conspicuously marked and clear enough for easy walking with no obstructions.			
3	A minimum of 50 yards is provided as a buffer area behind the target free of any path, target, road, or building. The entire buffer area must be on the range property even if the adjoining property is vacant. An appropriate backstop may be substituted.			
4	If present, the practice area is placed so that no paths or roads pass a reasonable distance behind practice bales. Practice area is treated as a giant-sized target, and so cleared and backed.			
5	Targets are placed in shooting lanes to simulate hunting conditions, but at the same time, these shots are good, clean (not clear) and safe shots.			
6	Shooting stakes are marked with target numbers or a separate target number marker is present. For marked 3-D course, the stake is labeled with the corresponding yardage.			
7	A minimum ranging from 25 feet to 50 feet is provided between any paths or shooting lanes paralleling another shooting lane. This minimum range permits tolerance to be used, depending upon terrain or length of shot. Any distance used must preserve absolute safety.			
8	Any person, regardless of height, has a clear view of the entire target vitals from the shooting stakes.			
9	All target butts or their frames are stable so there is no danger of tipping. If such a chance exists, then they must be braced or anchored. They must be firmly attached to any supports or framing.			
10	Distance on either side of a target to be free from archers ranges from 15 to 30 degrees from the shooting position, depending upon conditions and length of shot. (Example: For a 40-yard target; 120 feet, tangent 30 degrees, equals 120 X (0.57735) equals 68 feet clear distance on each side of the butt (about 23 yards). If 30 degrees is used, then the factor is always 0.57735.) Note: This does not mean all clear, but only that no shooting positions, waiting areas, etc., are located in this area. The entire buffer area must be on the range property even if the adjoining property is vacant.			
11	No target is situated on top of a hill where a miss becomes a flight arrow.			
12	"Warning" or "Caution" signs are placed around the range boundary lines to deter people from crossing onto the property.			
13	Directional signs are placed at reasonable distances around the course with stated warnings to not walk through the course backwards.			
14	A sign is present prior to entering the course that provides details of range rules, procedures, and emergency phone numbers.			
15	If present, bow racks and other accessories are of a design and position as to not create a hazard to equipment or personnel.			
16	If simulated moving targets are incorporated into the range, they are operated from behind the shooting position.			
17	Bales or butts do not leak arrows. Reinforcement material will not damage arrows. If at any time butts begin to allow pass-through arrows, the range representative acknowledges the condition must be corrected at once.			
18	The course offers appropriate restroom facilities. It is most desirable that these restrooms should meet the minimum requirements provided by the laws of their state or townships. Such requirements can be obtained from the local county Board of Health. Note: Due to the condition of many of these facilities, city or county Board of Health affidavits should be required. A "Privy Law" is on the books of every state of the nation. Each city, county and township also has its own requirements and very often is more strict than the state's.			
19	The Inspector has been provided with a map of the range layout that shows distances, direction, targets, and shooting positions. This map must be submitted to NFAA Headquarters with the completed Approval Form.			
20	In the opinion of the inspector, there are no safety hazards present on the course.			

Section 2: Club/Shop Information

Please *click* one:

New Course

Re-Approval of Existing Course

Club/Shop Name:

Club/Shop Mailing Address (street, city, state, zip):

Range Address (if different from club/shop):

Range location directions from nearest town:

Club/Shop Primary Contact Name:

Email Address:

Phone Number:

Section 3: Inspector Information

Inspector Name:

Inspector Email Address:

Inspector Phone Number:

Inspector Signature:

Date Inspection Performed: