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**National Field Archery Association
800 Archery Lane
Yankton, SD 57078**

Course Approval Form for Outdoor Field, Hunter, and Animal Ranges

To obtain NFAA Outdoor Field/Hunter/Animal 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 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.

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 Form must be obtained. The \$15.00 course approval fee applies to each range. If the Course Approval Form 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 Course approval may be withdrawn at any time when, in the opinion of the NFAA Director, a condition falls below the requirements noted herein.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 those 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 Staterequirements 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 _____

Club/Shop Information		
Please <i>click</i> 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:	
Inspector Information		
Inspector Name:		
Inspector Email Address:	Inspector Phone Number:	
Inspector Signature:	Date Inspection Performed:	

NFAA Star Rating Explanation:

A ONE STAR COURSE rating requires compliance with those terms listed in Section 1 below. A one star course rating is not considered satisfactory for tournament competition. No tournaments can be registered and no NFAA awards allowed for any scores shot on a one star course.

A TWO STAR COURSE rating requires compliance with Section 1 and Section 2 below, plus the requirements of 70 BONUS points from Section 3 below.

A THREE STAR COURSE rating will require compliance with Section 1 and Section 2 below, plus the requirements of 190 BONUS points from Section 3 below.

A FOUR STAR COURSE rating will require compliance with Section 1 and Section 2 below, plus the added requirements of 250 BONUS points from Section 3 below.

A FIVE STAR COURSE rating will be granted to any four star course provided there is at least one 14 target unit which readily lends itself to TV filming, plus the added requirements of 300 bonus points from Section 3 below.

A TV RANGE should be more than a regular roving range. It should lend itself to TV filming in a manner, which would allow the cameraman to cover more than one group or target at a time. It should be at least one 14-target unit. The TV portion of the range may be the complete range or, if part of a larger range (such as 14 or 28 targets) should be an integral part recognizable as such. Several recommended configurations of a TV range would include:

Target shot off a road, trail or field where the archer shoots the target and returns to the road/trail/field.

Targets set in a semi-circle, straight line or "V" configuration in a field.

Course ratings of TWO, THREE, FOUR, and FIVE stars makes the course eligible for tournament competition, registration, and NFAA awards. The optional Cub and Animal Round shooting positions as well as Youth shooting positions, when present, must be up to standards and become a regular requirement of the inspection.

Section 1: General Course Layout & Safety Requirements

		Yes	No	Remarks
1	Distances used are those given in the current edition of the NFAA Bylaws. All distances are correct with tolerances as follows: 12 inches for 60+ yards, 6 inches for 30-59 yards, and 4 inches for less than 30 yards. Inspectors have checked any distance in question with a tape measure or other means. The club shall tape measure all targets from shooting position to target butts			
2	Shooting lanes are cleared so that the lightest bows can shoot an arrow to the target without being deflected.			
3	Any person, regardless of height, has a clear view of the full face of the target from the shooting stakes.			
4	If the target is not backstopped, 25 yards or one-half the target distance, whichever is greater, is cleared behind the bale. If backstopped, or ditched, then the area to such backstop is cleared so that arrows may easily be found.			
5	An area one-fourth the shooting distance is cleared in front of the bales			
6	Paths between targets are clearly marked and clear enough for easy walking with no obstruction, preferably so that archers can walk two abreast. If the inspector has any difficulty finding his/her way, this must be remedied. Paths should preferably be at the side of the shooting lane.			
7	Shooting stakes are marked with target numbers or a separate target number marker is present. Shooting stakes are marked with each distance and color uniformity exists: Field-White, Hunter- Red, Animal-Yellow, Cub-Black, Youth-Blue. It is preferred that each shooting stake is placed in such a way as to allow two archers to shoot at the same time on either side.			
8	No paths leaving targets go directly behind target butts.			
9	If target butt is situated so that any path, target, road or building is behind at any reasonable distance, then the target is provided with an adequate backstop.			
10	Practice area is placed so that no paths or roads pass a reasonable distance behind practice butts. Practice area is treated as a giant-sized target, and so cleared and backed.			
11	A minimum distance ranging from 25 feet to 50 feet, depending on terrain and target distance, is provided between any paths or shooting lanes paralleling another shooting lane. Any distance used must preserve absolute safety.			
12	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.			
13	No target is situated on top of a hill where a miss becomes a flight arrow.			
14	If present, bow racks and other accessories are of a design and position so as to not create a hazard to equipment or personnel.			
15	A sign is present prior to entering the course that provides details of range rules, procedures, and emergency phone numbers.			
16	"Warning" or "Caution" signs are placed around the range boundary lines to deter people from crossing onto the property.			
17	Directional signs are placed at reasonable distances around the course with stated warnings to not walk through the course backwards.			
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	In the opinion of the inspector, there are no safety hazards present on the course.			

Section 2 : Target Butt Dimensions and Construction				
		Yes	No	Remarks
1	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.			
2	Target butts do not leak arrows. They are made of material which in the eyes of the inspector would not be damaging to the arrows and yet provide suitable stoppage while allowing arrows to be withdrawn without much effort. 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.			
3	Each butt is large enough to hold the needed target faces for the respective distance being shot.			

Section 3: Bonus Points for Star Rating			
<i>Group I</i>		<i>Potential Points</i>	<i>Earned Points</i>
1	If ranges and all facilities are clean and neat, and provided with trash disposal cans, fresh paint, etc.	10	
2	If range paths are wide, cleared and mowed.	5	
3	If road is passable the year round.	5	
4	If practice area is balanced to size of club, especially set-up, cared for, and provided with good shootable bales and backing.	5	
5	If camping area is specially set up and designated.	5	
6	If parking area is specially arranged so that it is more than just open area (i.e., leveled, signs, etc.).	5	
7	If present, picnic area consists of mowed area, one picnic table, one grill or fire-place, and trash can.	10 + 2 for ea addt. picnic table and/or grill	
8	Extra directional signals, signs, etc., on range and ground.	5	
9	Club entrance sign.	10	
10	50+% of club members are also NFAA members	15	
11	100% of club members are also NFAA members (10+ members).	20	
12	Shooting stake color uniformity exists (Field-White, Hunter-Red, Animal-Yellow, Cub-Black, Youth-Blue).	10	
13	Shooting lanes are wide enough to accommodate 4 shooting positions, so 4 archers may shoot at one time on all targets.	20	
14	Number of NFAA members in club consists of 100 or more.	Over 100 - 10 Over 200 - 20 Over 300 - 30	
<i>Group II</i>			
1	Children's play area separated by fence: 5 points. Swings, 2 points each; Sandboxes, 2 points each; Slides, 2 points each.	5 + 2 ea swings, sandboxes, slides	
2	Club bulletin regularly published.	10	

3	Club signs and decorations at the entrance.	5	
4	Safe drinking water	15	
5	PA system.	5	
6	NFAA approved instructor affiliated with club.	10	
7	Club or dealer arrangement for selling equipment.	5	
8	Regularly scheduled club events, shoots, parties, picnics, etc.	1 per activiy (max 10)	
9	Regularly scheduled Junior Program.	5	
10	Club-owned land.	20 (1 for every 2 acres)	
11	NFAA liability insurance.	10	
<i>Group III</i>			
1	Kitchen facilities in a building.	10	
2	Separate broadhead range, sand banked.	20	
3	Bow racks on range and general area.	5	
4	Benches and seats on range	1/4 point per target (max 7)	
5	Double toilet facilities, over and above the minimum requirements: neat, clean, and sanitary.	10	
6	Paid caretaker	15	
<i>Group IV</i>			
1	Storeroom or building for supplies.	5	
2	Running water in facilities.	5	
3	Club house at range.	20	
4	Club house heated.	10	
5	Electricity to facilities.	10	
6	Extra shooting facilities -short course (children's course or practice course).	5	
7	Electricity for lighting areas.	Practice area : 5 One 14-target unti: 15 Parking, Picnic area, etc : 5	
<i>Group V</i>			
1	Two 14-target units	10	
2	Three 14-target units.	15	
3	Four 14-target units.	25	
4	Six 14-target units.	40	

TOTAL EARNED BONUS POINTS: _____

Based on the NFAA Star Rating System above, this course is approved with a _____ star rating.

Miscellaneous:

This section is to be used by the Director or designated Inspector for comments and/or suggestions for improvements for said range.

Verification for a standard Unit. Indicate Target number for each 14 shots:

FIELD ROUND Range _____ Range _____ Range _____ Range _____ Range _____

Distance	Target Size	TARGET # 1st 28 Course		TARGET # 2nd 28 Course		TARGET # 3rd 28 Course		TARGET # 4th 28 Course		TARGET # 5th 28 Course	
		1st 14 / 2nd 14	1st 14 / 2nd 14	1st 14 / 2nd 14	1st 14 / 2nd 14	1st 14 / 2nd 14	1st 14 / 2nd 14	1st 14 / 2nd 14	1st 14 / 2nd 14		
35,30,25,20 (Feet)	20cm										
35,35,35,35 (Yards)	50cm										
45,40,35,30	50cm										
80,70,60,50 (50)	35cm										
15	35cm										
20	35cm										
25	35cm										
30	35cm										
40	50cm										
45	50cm										
50	50cm										
55 (40)	65cm										
60 (45)	65cm										
65 (50)	65cm										

HUNTER ROUND

11	20cm										
15-14	35cm										
19-17	35cm										
23-20	35cm										
28-28-28-28	35cm										
32-32-32-32	35cm										
36-36-36-36	50cm										
40	50cm										
44	50cm										
48	50cm										
53-48-44-41 (41)	50cm										
58-53-48-45 (45)	65cm										
64-59-55-52 (50)	65cm										
70-65-61-58 (50)	65cm										

() Youth Yardage

ANIMAL ROUND

Range _____ Range _____ Range _____

Ground & Limits	Positions & Walk-up	TARGET # 1st 28 Course		TARGET # 2nd 28 Course		TARGET # 3rd 28 Course	
		1st 14	2nd 14	1st 14	2nd 14	1st 14	2nd 14
1 60-40	3 5 Yds						
1 60-40	3 5 Yds						
1 60-40	3 5 Yds						
2 45-30	3 3 Yds						
2 45-30	3 3 Yds						
2 45-30	3 3 Yds						
3 35-20	1						
3 35-20	1						
3 35-20	1						
3 35-20	1						
4 20-10	1						
4 20-10	1						
4 20-10	1						
4 20-10	1						

INTERNATIONAL OUTDOOR

Range _____

Distance	Target Size	1st 10	2nd 10
20 Yds	35 cm		
25	35 cm		
30	35 cm		
35	50 cm		
40	50 cm		
45	50 cm		
50	50 cm		
55	65 cm		
60	65 cm		
65	65 cm		