

Agawam Revolver Club, Inc. - Frequently Asked Questions

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DO YOU HAVE A PUBLIC RANGE?

Q. Would I be allowed to visit your shooting range even though I'm not a member nor do I own any firearms, and do not have an FID or LTC? I would just like to come for fun and shoot some guns, without becoming a member. Would that be possible?

A. The Agawam Revolver Club, Inc. is a non-profit corporation in MA. The club is a private member-owned club. If you would like to become a member, all the information on requirements, cost, and how to start that process is on our web site. **We do not have a public range.**

There are public ranges within a short drive from Southwick, MA.
Here is a list of some of them:

- Hoffman's (Newington, CT) <http://www.hoffgun.com/range.htm>
- Wolf's (Bristol, CT) <http://www.wolfsrange.com/>
- Manchester Firing Line (Manchester, NH) <http://www.gunsnh.com/>
- American Firearms School (North Attleboro, MA)
<http://www.americanfirearmsschool.com>

We suggest you check the web sites of these ranges for more specific information on who can use their ranges, their hours and the cost involved.

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The following resources may also be helpful:

<http://wheretoshoot.org>

<http://findnra.nra.org>

TOURS

Q. Is it possible to get a tour of the club before I join?

A. Please review these FAQ's, BEFORE scheduling a tour. **As you will see below, we now have a club membership waiting list.** Tours are available on a limited basis and only when there is a volunteer Board of Directors member or volunteer club officer available.

MEMBERSHIP APPLICATION

Q. What is the process to become a club member?

A. **As of July 1, 2015, club membership has been limited by the Board of Directors. In order to become a member, you must request that your name be added to our club membership waiting list. See the 'New Membership' section of our web site for the most recent information on the current process to become a member. No membership applications will be accepted until the individual is contacted that they are now eligible to submit an application for membership.**

The following steps refer to club membership processing:

Step 1: Request to be added to our club membership waiting list on our web site or by sending an email to the club Secretary at the following email address:

Secretary@AgawamRevolverClub.com with the following information:

- name
- telephone number
- email address
- state if you are a previous member of the Agawam Revolver Club, Inc.
- state if you have completed the Agawam Revolver Club, Inc. LTC course

Step 2: When a club membership is available, all membership application materials will be provided to the prospective member. The following chart describes the new membership application requirements in detail:

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_____	<p>1) APPLICATION Completed and signed ARC membership application.</p>
_____	<p>2) SAFETY TRAINING AND DEMONSTRATED ABILITY TO BE SAFE ON OUR RANGES Copy of one of the following:</p> <p>_____ ARC LTC Safety Course Certificate (CONDUCTED AT OUR CLUB, BY OUR INSTRUCTORS) _____ ARC Conducted Citizens Firearms Course Certificate (CONDUCTED AT OUR CLUB, BY OUR INSTRUCTORS. Advanced Tactics and Firearms classes conducted at ARC also qualify.)</p> <p style="text-align: center;">OR</p> <p>Copy of at least one of the following: _____ LTC Safety Course Certificate (from another facility) _____ Hunter Safety Certificate _____ MA LTC (License To Carry) both sides _____ CT PP (Pistol Permit)</p> <p style="text-align: center;">AND</p> <p>_____ Completion of the ARC Firearms Proficiency Test (If you have not taken an ARC course above.)</p>
_____	<p>3) PAYMENT</p> <p>Appropriate payment, as shown on your application. (Web site payment is preferred.)</p>
_____	<p>4) RELEASE AND WAIVER OF LIABILITY</p> <p>A signed and witnessed Release and Waiver of Liability. (Both pages. Original or scanned copy required. Must have all signatures, including witness. Any adult can sign as a witness of your signature. This does NOT require a Notary Public.</p>

Q. I already have an LTC, or have a lot of firearms experience.

Must I take one of your citizen classes or a Proficiency Test, in order to join your club?

A.

As of July 1, 2013, it is a **new member requirement** that the shareholder **MUST** either:

- attend and ARC conducted LTC Safety or citizen's firearms class (including those offered by Advanced Tactics and Firearms) and provide a copy of the certificate

OR

- Provide a copy of an LTC class certificate (other than from our club), hunter safety certificate or MA LTC or CT Pistol Permit

AND

- Participate in our Proficiency Test. If the Proficiency Test is not passed, then the cost may be applied towards our LTC Safety class (for the same person).

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Note that this is a mandatory step. There are no exceptions.

This was implemented in July of 2013, after being recommended by our insurance company, and has reduced complaints and increased safety on our ranges.

As of November 14, 2013, it is a new member (and current member) requirement that the shareholder MUST provide a signed release-waiver. All signature fields must be complete. Your signatures may be witnessed by any adult. This does NOT require a Notary Public.

Q. When is the Proficiency Test scheduled?

A.

SCHEDULING OF PROFICIENCY TEST

The Proficiency Test is scheduled when a sufficient number of people have reserved a spot. After you request a Proficiency Test, you will receive an automatic notification when the next Proficiency Test is scheduled.

Q. I am not a MA resident. Can I join your club or another gun club in MA?

A. See the section below regarding MA firearms laws and note on your application that you understand these restrictions. If there is no note on your application, the Secretary will contact you before membership processing can begin.

Q. I was wondering if I can go in person to the club and sign up there and start using the membership right away or do I have to do it via the Internet or USPS?

A. The complete membership requirements will be provided when there is a club membership available. The club is run such that you have your own private access. The club house is not staffed. All board members and officers are volunteers. All membership applications are handled by email or USPS mail.

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Q. I am interested in joining the club. How do I pay and how long does it take to get a key?

A. Complete instructions for joining the club are on our web site. **We currently have a club membership waiting list. The first step is to request to be added to our waiting list. See the first item in this category above for details.**

If you are not a previous member of our club, you must decide how to meet the 'SAFETY TRAINING AND DEMONSTRATED ABILITY TO BE SAFE ON OUR RANGES' section of the checklist (that is included with the membership application). **This is a mandatory requirement.** Check our web site for LTC or other firearms class schedules.

A new membership issued before October 1st, expires on December 31st of the same year. A new membership issued after October 1st, expires on December 31st of the following year.

Payment may be made on our web site with either a credit/debit card or PayPal. We will also accept a check by USPS mail. The turn-around for membership processing (which includes issuing you a share in the corporation and a key that provides your own electronic access) is at least one week, if you submit the application and payment electronically. This process will take at least an additional week if the application is sent via USPS mail.

All times start upon receipt of the last required piece of information required to start the processing of your application. Watch your supplied email address for status updates of your membership application processing, requests for additional information and notification of the next scheduled mandatory orientation. Expect an additional delay waiting for the next orientation to be scheduled, which may take another 1-2 weeks.

Q- I have requested an NRA membership, but my NRA ID will not be sent for 2-4 weeks. Can I join the club now without paying the extra \$15.00 fee for a non-NRA member, or do I have to wait to receive my NRA member number?

A- We can process your club membership application (as an NRA member), with the NRA confirmation email as proof of NRA membership. If you did not join NRA on-line, or give them your email address, your new NRA membership information will be available first on the NRA web site at <https://www.nramemberservices.org/>. Please also send us your NRA member number & expiration date when you receive them from NRA.

Q- Does it matter if the membership application form I am using is really old?

A- Yes. It will be easier for you to fill out and easier for us to process (meaning you will obtain your membership faster) if you use the most recent version of the application. The latest version of the application will also contain the most up-to-date new member requirements and will be provided when a club membership is available.

Q- What is the advantage to submitting the application requirements via email to the Secretary and paying on the website vs. just stuffing the application requirements and a check in an envelope and mailing to the club P.O. Box?

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A-Your membership will be processed more than one week faster by sending the information and payment electronically.

Q- I submitted both an application and payment electronically, because I am in a hurry to use the range. Will a confirmation of your receipt of this material be sent to me?

A-The Secretary will contact you immediately, if there are problems with you application or payment. If everything is in order, expect a status update within a week. Please have patience. If you decided to take the Proficiency Test, then this status update will be to notify you that your package is to be mailed soon. If you have satisfied the new member safety requirement by attending ARC training, then you will be notified when the next New Member Orientation is scheduled. This may be another two weeks. Again, please have patience.

Q- I took a training course at your club some time ago and have lost the certificate or gave it to the police department when I got my LTC. Now I need the certificate again for club membership or to apply for a concealed carry permit in another state. Can I get another copy?

A- Always keep your original certificates from any training program. As in the question above, you never know when you might need a firearms training certificate again.

Please take this up with the instructors of the course:

- For an LTC class, contact President@agawamrevolverclub.com.
- For another class, such as Concealed Carry or Defensive Rifle, contact Jim at jpm264@aol.com.

In either case, you will have to know the exact date that you took the course and this request is between you and the instructor.

Q- I received my new membership packet and the date at the bottom of the membership card was wrong. I remember reading on the application that if you joined and paid dues after October 1st the new membership would cover the next full calendar year. Is there some way I can get a membership card with the correct expiration date?

A- If you joined after October 1st, your membership is paid until December 31st of next year.

As stated on the packing slip that is attached to your package, a new membership card for the following year will be sent after January 1st (if it was not included in your package). We mail new membership cards to all members each year and do not have them printed until they are needed.

Q- Is it a requirement that I send a copy of my safety class certificate, License to Carry, Pistol Permit or Hunter Safety Card?

A- Yes. One of these items MUST be supplied to complete membership processing. Please note that the club offers a safety class (which will result in a safety class certificate) at a nominal charge. This requirement will not be waived, as it relates directly to safety on our ranges. Without this documentation, the processing of your application will be halted. The lack of this documentation will also require the Secretary

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to attempt contact with you. If the Secretary is unable to contact you, your application will be returned.

Q- Is it really important to provide an email address?

A- Yes. This action will allow us to contact you regarding future updates, range closings, renewals and annual meeting notices, etc. We value your privacy. Your email address will be used for club business only. It will not be given away or sold. And, it will not be displayed when used.

Q- Is the extended ZIP code on the application really important?

A- Yes. If you don't know your extended ZIP code, you should look it up; as your mail will be delivered faster with it is added to your postal mail. To look up an extended ZIP, simply enter your mailing address at: <http://zip4.usps.com/zip4/welcome.jsp>. If you do not add it to the application, the Secretary will have to look it up.

Q. Your application asks a lot of personal questions. Why do you need all this information and how do you protect it?

A. The only person with access to your personal information is the club Secretary.

We do send your name, address, email, and NRA# to NRA for member verification, but NRA has that information already or needs it for a new NRA membership (which is a requirement of club membership).

Your personal information is used for no other purpose.

All bulk emails to members are used only for range closings, renewal notices, newsletters, open house, special activities, annual meeting notice, etc.). We value your privacy. Your email address will be used for club business only. It will not be given away or sold. And, it will not be displayed when used.

The club uses industry standard precautions to protect the personal information of our members.

The information that is requested on our membership application is what is required to meet the needs of the club to conduct business.

Q. What dates are covered for a membership? Is it a calendar year January 1st thru December 31st?

A. Club membership runs from January 1st to December 31st. Joining as a new member before October 1st, means that you must renew your membership on December 31st of that year. Joining as a new member after October 1st includes the next year's membership. Please note that membership cards for the current year are sent out close to the first of the year (even for those joining after October 1st of the previous year).

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Q. Are there discounts for members of Law Enforcement, the Military, or those over a certain age?

A. There are NO discounts, per our club bylaws. There is a special new member deal after October 1st of each year. See our membership application for details. Note that NRA now offers a free one year membership to special groups ('Life of Duty'), which meets the club NRA member requirement. See our web site for more information.

Q. I would like to purchase a membership as a Christmas gift for my husband or boyfriend, without him knowing about it. How much will this cost and how can I do this?

A.

The timing of this request will be difficult for the club to fulfill, since we now have a waiting list. Put this person's name on our waiting list as soon as you can. We can make no promises with regards to club membership.

Some important questions to ask this person:

- Is he a previous member of our club?
- If he is, does he still have his electronic key fob?
- Is he an NRA member?
- Has he attended citizen's firearms training (LTC, CCW, etc.) at our club?

The answers to these questions will determine the cost of club membership. Let us know the answers, and we will respond with the cost.

Please consider purchasing him an NRA membership on our web site (at a \$10 discount).

PAYMENT

Payment (PayPal or credit/debit card) on our web site is preferable but if you have time before Christmas you may also send a check to our PO Box. [Also note that there is the cost of a Proficiency Test (if required), which must be paid in cash at the time of the test.]

MEMBERSHIP REQUIREMENTS

He must meet the requirements of membership.

WHAT WE CAN DO (if we have a club membership available)

To be a surprise for him, we can send you a letter showing that his membership is paid (if you provide the person's name), a copy of our most recent newsletter and a blank application to fill out. Then, after Christmas he just fills out the application and meets all the requirements.

Another option is to have him fill out the application, provide all required documentation, payment from you (if it is a gift) and we will provide a letter showing that membership requirements and payment have been satisfied, and a copy of our most recent newsletter. [as noted above, a Proficiency Test may also be required]

Obviously, this all requires time for sending the information to us, and our processing time.

Use of email will speed up this process.

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If you run out of time before Christmas, it is possible for us to email a letter that you can print yourself.

Again, since we have a waiting list, this process can only be followed if we have an available membership.

Q- I am not happy with the direction or statements of the National Rifle Association (NRA). Do I really have to join the NRA to join your club?

A- NRA membership is a club bylaws requirement.

NRA has a huge positive influence on gun laws in the United States and if you are not happy with the direction of the NRA remember that the best way to change an organization is from within. The way you change the NRA is by voting for their Board of Directors once per year. In order to vote you must be receiving an NRA magazine (in other words at least a Regular member, but not just an Associate member).

If you don't like the NRA, you should consider joining other pro-gun rights groups.

Here are some examples:

- Gun owners Action League of Massachusetts <http://www.goal.org>
- Connecticut Carry <http://ctcarry.com/>
- Coalition of Connecticut Sportsmen <http://www.ctsportsmen.us/>
- Citizens Committee for the Right to Keep and Bear Arms <http://www.ccrkba.org/>
- Second Amendment Foundation <http://www.saf.org/>
- Virginia Citizens Defense League, Inc. <http://www.vcdl.org/join.html>

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SECURITY AND SPEED OF PROCESSING

Q. If I apply for membership during the club renewal period, will my new membership application be delayed?

A. Because of the large volume of email and USPS renewals between December 1st and February 1st, please add "New Membership" to the subject of any email or address of any USPS mail so that we know to pull those items and start the processing. If you don't, then they will be in queue with renewals and will be processed in the order received.

Q. I am concerned about addressing USPS mail to the club. Can I drop off the application somewhere?

A. We do not have a staffed club house. For more privacy, just address your mail to 'ARC Inc., PO Box 502, Feeding Hills, MA 01030'. The Post Office does not require a return address on an envelope. Note that checks can also be made out to 'ARC, Inc.'. The preferred way to submit your membership materials is by email to the club Secretary and this will produce the fastest result.

Q. I don't have the ability to scan my application (so I can email it). Do you have a FAX?

A. Mailing to our PO Box is a viable solution, but will add 1 week to the processing time. (This is assuming that all information necessary for processing has been provided.) Sending your information electronically will save that extra week.

Some possible solutions:

- any PC scanner should be able to create a .pdf file that can be emailed
- you can do this at a Staples store. More information can be found here: <https://www.staplescopyandprint.ca/OfficeOnTheGo.aspx> (see 'Scanning')
- use a smart phone app that can scan and create a .pdf file. (This option will be rejected if there is any distortion in the copy or if (for instance) there is the shadow of a hand across the image.)
- mail directly from the Feeding Hills PO using the 'local' slot (This should avoid your mail going to the bulk handling center, which will decrease the time to get to our PO Box.)

We do not have a FAX number.

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RENEWALS

Q. What dates are covered for a membership and when do I renew my membership?

A. Club membership runs from January 1st to December 31st.

We normally send a renewal reminder on December 1st. Your renewal is expected before December 31st.

Since we now have a membership waiting list, if your membership renewal is not paid before February 1st, then your membership slot will be given to the next person on our waiting list and your ability to renew your club membership will depend on the status of the waiting list. You may send your renewal at any time before the renewal period, but you will not receive next year's membership card until we receive the cards from our printer. Of course, key access is the most important thing and it will not be turned off if your renewal requirements are met on time.

The easiest and fastest way, and the most convenient for the club, is to renew on our web site, using a credit, debit card or PayPal.

Q. When I renewed this year, even though I sent a copy of my NRA membership card, the Secretary returned my check with a letter saying that I did not provide proof of NRA membership. Why?

A. Before returning a check, we make every attempt to contact our member by email or phone. **It is the club member's responsibility to provide NRA membership information during the club renewal, if required.** An NRA card that is printed 'ANNUAL MEMBER' or contains only the calendar year in large letters, is what NRA calls a 'Promotional Card'. **It means absolutely NOTHING.** It is sent to current or previous NRA members as part of an NRA renewal request letter. A valid NRA membership card contains an expiration date. For club renewal, please do NOT send a copy of your NRA card, but (if requested in your renewal email or letter) only the membership number and expiration date printed on it. This information is also on the mailing label of your NRA magazine, if you receive one, and available to you on the NRA web site at <https://www.nramemberservices.org/>.

If we purchased an Associate membership on your behalf last year, you are NOT an NRA member for purposes of club renewal, unless you upgraded your NRA membership during the year. The reason is that we must purchase another yearly NRA Associate membership for you this year. It does not matter if your NRA expiration date is already into the next calendar year or beyond.

Q. I have a regular NRA membership, but accidentally paid, as part of my new or renewal club membership, for an NRA Associate membership. Is that a problem for me?

A. Yes. This is a problem. When NRA receives our request to purchase an NRA Associate membership on your behalf, NRA will discontinue your NRA magazine (if you receive one) for the remainder of your NRA membership term. If we are told about this situation, we will instead issue you a refund.

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Q. I have an NRA Associate membership already, through the club, and I would like to upgrade to a regular NRA membership. Can I do that?

A. Yes. It is to your benefit. NRA will upgrade your membership (to include an NRA magazine) immediately and extend your term based on your purchase. This is a very good deal and even better if you use our club web site (which gives you a \$10 NRA Membership discount) to upgrade your membership. (We also have discounts on 3 and 5 year NRA memberships.)

Q. Does the NRA membership the club purchased last year qualify me for the club NRA member renewal rate?

A. If your NRA expiration date represents the NRA membership we purchased on your behalf, you must pay at the club non-NRA member renewal rate, so that we have the funds to purchase an NRA Associate membership for you again this year.

If you have upgraded or renewed your NRA membership (on your own), then you must supply your NRA membership number and an expiration date showing that you have extended your NRA membership. Please do this when renewing or upgrading your NRA membership, instead of waiting until club renewal time.

Q. I didn't pay the correct amount for my new membership or renewal. How do I fix this?

A. If you paid on our web site, PayPal handles all our transactions, we do not have access to your credit card information. All charges to your credit card must be done by you. The easiest way to send an additional \$15 to the club is by using the link on our renewal page: <http://agawamrevolverclub.com> . If the amount owed or to be credited is other than this amount, please coordinate with the club Secretary. You may also send a check to our P.O. Box.

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Q. I don't think I was notified of the need to renew my membership. What is done each year to inform members that it is time to renew?

A. Members can renew at ANY time each year before the end of the membership term. According to our club bylaws, notifications are done by email whenever possible. Please check your email often for communications from the club. Also, be sure that your SPAM filter is not preventing our email from reaching you.

Each year:

December 1- a notice is sent to all current members that a renewal is due by January 1st.

January 1- an overdue notice is sent to all un-renewed members.

February 1- electronic key access for all un-renewed members is removed and this membership opening is offered to the next person on our waiting list.

If members attempt to renew after February 1st, we must:

- verify that there is a club membership opening. **If not, then this former member will be added to our waiting list.**

When there is an available club membership opening:

- when received, individually process a single payment
- print and mail an individual membership card
- restore individual key access
- communicate with the member multiple times through this process
- track the process of the renewal/key access restoration
- Late renewals are done on a first-come basis and will take up to two weeks. The late renewal process is very labor intensive. Please make every effort to renew on-time, which will prevent wasted time on our part and an inconvenience on your part.

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PREVIOUS MEMBER (RETURNING)

Q- I was previously a member of the Agawam Revolver Club, Inc. and allowed my membership to lapse. How do I become a member again and how much will it cost?

A-

We now have a club membership waiting list. Please request to be put on our waiting list. The following process is provided for use AFTER a club membership is available.

- 1) It depends on if you or we can find records of your previous membership.
- 2) If we have records of your previous membership, or you can prove your previous membership with a copy of your share or previous membership card, then the total cost of renewing your membership is the normal yearly membership fee. See our web site renewal page for the current yearly membership cost. If we do not have a record of your previous membership and you cannot prove that you were once a member, then all new membership requirements must be met.
- 3) **We ask that you submit a completed membership application**, so that we can update our records. Returning members do not have to provide proof of a safety class or MA License to Carry. Our application can be downloaded from our web site. Please disregard the checklist included in the application package, but **the release-waiver MUST be completed.**
- 4) If you no longer have your electronic key or your previous membership was before the use of our current system which uses a grey key fob, then **there is a \$15 key replacement fee.** If you have your previous key, we can reactivate it in our access system. Be sure to add the key number printed on the side of the key (if you can read it) to your application, so that we are sure to activate the correct key.
- 5) For NRA membership proof, we only need your membership number and expiration date. **We do NOT need a photocopy of your membership card, as was done in previous years.** Please note that if you decide to join NRA, a regular membership is only \$25 on our web site. Just send us your confirmation email from NRA as proof of NRA membership, or NRA membership number and expiration date if you have already received them. The \$15 NRA membership that we purchase for non-NRA members is only an Associate membership, which does not include a magazine.
- 6) Note that we do not have any pro-rated memberships and the special deal for new members joining after October 1st, does not apply to renewals. All memberships require renewal on January 1st of each year.
- 7) The easiest way to renew your membership is on our web site, where you can download the application and also pay electronically. You may also send the application and payment through USPS to our PO Box.
- 8) There are no 'back dues'. You only pay dues for the current year. Note that if it is near the end of the calendar year, you may want to pay dues and ask that your membership begin again with the new calendar year. This means that your key access would be active on January 1st. Be sure to note that request in your communications with the Secretary.

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We welcome you back as a returning member.

Q- I was previously a member of the club and want to rejoin. If I pay for a new membership (or pay my dues) after October 1st, can I also get the deal of next years membership for free?

A- Per our club bylaws, shown on our web site, "The dues paid by any member voted upon and accepted into the Corporation after October first of any year shall be deemed to be in payment for the following calendar year." So, ONLY NEW memberships initiated after October 1st do indeed include the following year.

Renewals do not include this same feature, since you have already purchased a share in the corporation and are not required to pay an initiation fee. Renewals are due on January 1st and membership runs from January 1st to December 31st no matter when you renew. There is no pro-rated membership.

MA FIREARMS LAWS

Q- Is there a MA resident requirement to become a member of the club?

A- Membership in the Agawam Revolver Club, Inc. is open to all who meet the membership requirements.

There is no MA residence requirement, but if you do not live in MA you should be aware of the following:

1) Interpretation and direct links to the laws of the Commonwealth of MA, with regards to non-resident transportation of firearms, can be found on the Gun Owners Action League web site at http://www.goal.org/Documents/law_faq_pdfs/nonres.pdf and <http://www.goal.org/masslawpages/travelinfo.html>.

2) As with any laws, it is your responsibility to understand them. We can not provide legal advice.

3) This story may be of use as well: <http://www.aware.org/resources/legal-articles/11-karen-macnutt/94-leaping-before-looking-traveling-with-guns> .

4) When submitting an application, if you are not a MA resident, please note your understanding of these laws. If this is not done, your application process will be halted while the Secretary attempts to contact you.

Q. I have moved / changed email address / changed my phone number. Do I need to notify you and if so how do I do it?

A. Please notify the club Secretary (before renewal time) by sending an email to Secretary@AgawamRevolverClub.com or sending a letter to our club PO Box. If you don't, we will not be able to contact you regarding important announcements and renewals. Please include all changes to your physical address, phone number and email address. Please include your new extended ZIP code.

What is even more important to MA residents or non-residents with an FID or LTC is that you MUST notify 'certain authorities' by certified mail within 30 days of any change of address or you risk loss of your FID or LTC.

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See <http://goal.org/masslawpages/moving.html> for more information.

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FAMILY AND GUEST LIMITATIONS

Q- What are the limitations of bringing family and guests to the club to shoot?

A- Per our club bylaws, which are published on our web site, all memberships are family memberships.

'Individual and Family membership ... this to include an individual, said individual's husband and/or wife and children twelve (12) to twenty-one (21) years of age.'

There is no limit on the number of immediate family members (your spouse and children 12-21 years of age) that may visit the range at one time.

The Board of Directors has decided to include 'domestic partner' as immediate family.

Your spouse (or domestic partner) may use the club as a member. Your children, 12-21 years old, who are family members, may only use the club facilities when supervised by one of their parents.

Your membership also allows you to bring two guests (per shareholder) at a time to the club. Under NO circumstances should a guest or children (of any age) use the club without the club member. (Note that children under 12 are treated as guests.)

The member is responsible, and must at all times provide direct supervision of the activities of their children or guest members while on club property. Your guests may use the ranges, under your supervision. You are responsible for the actions of your guests.

Q. Who is the 'shareholder' and what is the difference between this person and other family members?

A. All memberships are family memberships (with the restrictions stated in our bylaws and explained in more detail in our Frequently Asked Questions in the section on 'family and guest limitations'). Both are available on our web site.

Each 'shareholder' (whose name is on the membership card and actually owns a share in the corporation) has a vote at the annual meeting or through the use of a proxy.

Agawam Revolver Club, Inc. - Frequently Asked Questions

REPLACEMENT KEY

Q. My key was lost, stolen, destroyed in a fire, not working or worn through the key ring hole. How do I obtain a replacement key?

A.

If the key was lost, stolen, or destroyed:

- Please notify us immediately so that we can turn off access to the club. We ask that you also provide information on when you last used the key to access the club, so that we can determine if the key was used inappropriately.
- Pay for a replacement key on our web site <http://agawamrevolverclub.com> and select 'Replacement Key' or send a check for the correct amount to the club PO Box. A new key will be sent via USPS mail.

If the key is not working:

- Does the key cause a beep on the card reader?
 - If it beeps and flashes a green light but does not open the gate or door, there is a system malfunction. Email the Secretary immediately at Secretary@AgawamRevolverClub.com as this will affect ALL members.
 - If it beeps and flashes a red light but does not open the gate or door, we can fix this in the access system. This most likely only affects YOUR key access. Email the Secretary at Secretary@AgawamRevolverClub.com.
 - If there is no beep, the club will replace the key free of charge. Before we will replace the key, the defective key MUST be returned to the club P.O. Box. (It should be mailed in a padded envelope as a USPS 'flat'.)

If the key is worn through the key ring hole:

- The club will replace the key free of charge. Before we will replace the key, the defective key MUST be returned to the club P.O. Box. (It should be mailed in a padded envelope as a USPS 'flat'.)

VERY IMPORTANT!

Please note that a **club membership includes only one key**. A replacement key being issued will automatically result in access with the old key being disabled. Any attempted use of the disabled key will cause an alarm in our access system and necessitate us contacting you.

Agawam Revolver Club, Inc. - Frequently Asked Questions

Q- I will be moving or not renewing my membership. What do I do with my key? Who should I notify that I will no longer be a member?

A- Please notify 'Secretary@AgawamRevolverClub.com' as soon as you know you will no longer be using the club facilities, so that we can shut off access with your key. Your key can be mailed to our PO Box, dropped in the target cash box, destroyed, or retained (in case you come back to the area and want to renew your membership). After key access is turned off, attempted use will set off an alarm in our access system. So, if you retain the key be sure that it is not misused. Beware, that if someone else uses your key that you may be held liable. If someone attempts access to our facility after your membership ends, you will be contacted. Thank you and good luck.

RANGE USE

Q- Are there target holders on the outdoor range at the club?

A- Members must provide their own target stands.

These can be purchased inexpensively (for example check out:

http://www.dillonprecision.com/#/content/p/9/pid/24613/catid/29/Hartman_MFG_Target_Stands_One_Target_Stand or easily made in a home workshop from wood. Of course, both of these alternatives still require furring strips and cardboard to be able to attach a target. These items are easily transported and then assembled on the range with a staple gun. Paper targets may be purchased on the indoor range and used outside on your own target stand.

It is the shooter's responsibility, especially if targets are placed closer than the backstop for that range, to be sure that the targets are placed so that all bullets are hitting the backstop for that range.

Q. It seems we are having more and more range closures. Is this going to continue?

A.

POLICE CERTIFICATIONS

Our club has always allowed area police departments to use our range for annual certifications, with permission of the Board of Directors for each occurrence. Please note that many of the police officers using the range for this purpose are also club members.

The police certification activity is restricted to the use of the center outside range, leaving inside and two outside ranges available to members. Since we only allow them to use one outside range, each year there is a timely effort during the Fall and Spring to get their required certifications completed. **This activity is coordinated to prevent conflicts, and is approved by the Board of Directors. All police training MUST be coordinated with the club President. This process includes a mandatory FAX that describes the official training activity and includes a waiver of liability for our club.**

Agawam Revolver Club, Inc. - Frequently Asked Questions

CITIZEN TRAINING

As part of our bylaws, one of the goals of this club is to 'act as a training center for firearm safety and shooting'. To maintain safety, trainers must have exclusive use of the single range they are using. As a result, there will be times when a particular shooting range will be closed to general use. Again, there should be other ranges available, many of the participants are club members and **this activity must be approved by the Board of Directors on an individual basis.**

We make the range closing schedule available to members on our web site as a convenience to our members. Always check the web site for the latest information, as things sometimes change at the last minute. If there is ever a conflict, the Board of Directors wants to know about it right away. As far as we know, there have always been available shooting ranges during police or citizen training. Please let us know immediately, if you are ever inconvenienced by any training activity.

Q. When I went to the range in the evening, the indoor range was closed. Why can't I use the range?

A. For safety reasons, various activities can cause the indoor range to be closed:

- Yearly indoor trap maintenance can cause both indoor ranges to be closed.
- When the club house is being cleaned on Friday morning, shooting must be suspended to allow our cleaning contractor to safely work in the range areas.
- Resolution of maintenance issues on traps, carriers or lights sometimes requires unplanned range closures for work to be completed.
- Special training activities, specifically authorized by the Board of Directors may close one range.
- The .22 pistol league uses one range on Tuesday nights from September to April each year.

It is a good idea to check our web site for possible last minute range closures and understand that maintenance and repair work is accomplished by club member volunteers or those paid by your club.

Agawam Revolver Club, Inc. - Frequently Asked Questions

Q. What firearms can be used for target shooting on the **indoor range**?

A. See the signs posted on the range. Briefly, the following rules apply:

- Rimfire rifles and handguns in handgun calibers are OK.

Beware of the following restrictions:

- **No steel jackets, steel core, or armor piercing bullets.** (If in doubt, check the bullet with a magnet.) Many ammunition manufacturers put a copper 'wash' on steel jacketed bullets. This ammunition is NOT allowed on the indoor ranges.
- **No full auto fire** allowed. (Exceeds the rating of our trap system, and is a safety issue.)
- **No .454 Casul, .460 S&W Mag. or .500 S&W Mag** (Exceeds the rating of our trap system)
- **Shotgun Shells are NOT ALLOWED on the indoor ranges**, even if .410 and fired from a handgun. This use is subject to a fine, because of the damage it does to our ranges, especially to the target carriers (including pulleys and transport strings).

Q- I found another person's personal items on a range. What do I do with them?

A- Put them in the 'lost and found' box in the club room. Thank you.

Q- I accidentally left some ammunition, magazines, glasses, ear protectors, etc. on a range and wonder if you have seen them.

A- In the club room there is a 'lost and found' box. This is the only location that found items will be placed.

Q- I know there are posted hours for the club, but what happens if I use the club or one of the ranges outside of posted hours.

A- Information on member access to our facility or use of our ranges outside of allowed hours is presented to the Board of Directors at their monthly meetings. The board makes all decisions on disciplinary action, which may include membership suspension or termination. Please do not use our club facilities before or after posted hours. As a reminder, all outdoor ranges close at sunset, not dark. Actual sunset times change throughout the year and are published in your local newspaper, on your local weather report and available on most smart phones.

Agawam Revolver Club, Inc. - Frequently Asked Questions

VOLUNTEERING TO HELP

Q. How can I volunteer to help at the club?

A. Your club is a member-owned non-profit corporation, with a volunteer board of directors, which includes all club officers. The board meets monthly to discuss maintenance, member complaints and basically all the business of the corporation. All rules of operation are defined in our bylaws, which are posted on our web site. Because of the size of our membership, the club can afford to hire contractors to do much of the work required to run the club. Some activities are done by volunteers, such as repairs of target carriers.

If you see something minor that you think needs attention, take care of it! This is your club! If you see an emergency item or something that you think the club should consider, contact any board member or email the Secretary, so that it can be fixed immediately or discussed by the board of directors (depending on importance). If you feel that you would like to present an item to the board yourself, ask to be added to the agenda of the next board meeting.

If you would like to become more directly involved in the operation of your club: per our bylaws, a portion of your board of directors is elected each year at the annual meeting in November.

Agawam Revolver Club, Inc. - Frequently Asked Questions

TRAINING

Q. I have a son or daughter that is interested in firearms competition. What organized competition can they participate in at our club?

A. We have taken the position that to participate in the Western Mass Pistol League (WMPL) the shooter must be a member in good standing of the Agawam Revolver Club, Inc. Our membership is a family membership that includes all children 12-21 years of age.

Therefore, to participate, the shooter must be an adult member of the club or a family member of the club with an adult club member present, as an additional Range Safety Officer, monitoring the junior shooter's performance when he/she is actively participating (during practice and competition).

We currently have a father & son combination participating and would welcome additional shooters. Again, the adult member **MUST** participate and monitor the junior shooter's activities.

Q. I am an NRA certified instructor. Is it OK if I teach a class at the club? How about if I just bring one person to the club for the firearms portion of a class?

A. Because of club liability insurance restrictions, **NO professional instruction is authorized by the club, unless approved by the Board of Directors.** Please contact the Secretary to be added to the agenda of the next Board of Directors meeting. This means you must appear at the meeting and request permission from the Board of Directors.

Q. In past years, the MA Wildlife Hunter Safety Class at our club was scheduled at the last minute and the class was full almost immediately. How can I sign up successfully for this class?

A. Here is the standard response from MA Wildlife (October 2011):

'The Mass Wildlife Hunter Education Program offers courses each year across the state from January through October/November and tries to offer different formats to meet the public's needs. We will start to announce next year's courses in Late November.

To find a course, you can periodically check our website

http://www.mass.gov/dfwele/dfw/education/hed/hed_basic_listing.htm. The listing is routinely updated. Or you can provide your name and contact information at

http://www.mass.gov/dfwele/dfw/education/hed/hed_find_course.htm and we will notify you when the next course is scheduled in your area.

Also, if you already have a firearms license, one additional option is to take the course in a different state. The Basic Hunter Education course is standardized across North America and government issued certificates from any jurisdiction are accepted as proof of successfully completing the course in order to purchase a hunting or sporting license.'

Note: Information regarding classes offered year-round is on our web site. Please check out: <http://agawamrevolverclub.com> and select 'Training'.

Agawam Revolver Club, Inc. - Frequently Asked Questions

Q. Many years ago, I attended a LTC/NRA/Other training course at the club. I have lost my training certificate and need it to apply for a resident/non-resident permit/LTC in another state. Can you supply another certificate?

A. The instructor would be responsible for maintaining those records. We suggest that you contact the instructor of that course. Unfortunately, our club does not maintain training records. Our current training schedule is on our web site.

Agawam Revolver Club, Inc. - Frequently Asked Questions

PAYMENTS (WEB SITE OR CHECK)

Q. When I attempt to pay on the web, the screen will not allow me to make updates to my information. How do I successfully pay?

A. When you pay with a credit card on our web site, your input is being fed from a PayPal system screen directly to your credit card company. The information you enter must match the billing information for the credit card you are using, or the charge is rejected by your credit card company. If you need to change your billing address or other personal information, contact your credit card company directly before attempting a transaction. If you are attempting to pay another person's dues, you still must enter YOUR credit card information on this screen. (Usually we can put together a payment and a member's name, but if you feel it would be confusing for us then just add a note to the payment or send an email to Secretary@AgawamRevolverClub.com.)

If you log in to an existing PayPal account, your credit card billing information is already known, so no input is required.

Please make every effort to pay on the web, as this reduces the workload of your volunteer club officers. Thank you.

Q. I tried to pay [annual dues, replacement key, new member costs], on our web site and selected to use a credit card instead of PayPal. After I entered all the information for the credit card, the system attempted to force me to log into PayPal. Why can't I just pay with my credit card?

A. PayPal, who handles these transactions for us, may have problems processing a credit card payment if:

- the credit card you are using was previously associated with any PayPal account
- the credit card was denied by your credit card company
- you are a PayPal member and have used this credit card as a 'guest' too many times (probably around 10)
- the PayPal system has blocked your card because you are using it from a location different than you have used this card from in the past

If you get what appears to be a blank screen, be sure to scroll to the bottom to see if PayPal is attempting to force you to log into PayPal. If that is the case, then one of the conditions in the bulleted list above is the problem.

In these cases, to complete the transaction, you will be required to either log into your PayPal account or pay with a different credit card.

Agawam Revolver Club, Inc. - Frequently Asked Questions

Q. If my renewal/new member/key replacement check is returned for insufficient funds or some other reason, what happens?

A. Your Board of Directors has decided that in addition to the bank fee which we are charged, there is also an additional \$20 fee due the club. Combined with the fee that your own bank charges you, this could be a very expensive mistake. Please be sure you have sufficient funds in your checking account to cover the check you write to your club.

Agawam Revolver Club, Inc. - Frequently Asked Questions

ANNUAL MEETING

Q. Each year our club has an annual meeting, for which I receive a notice and Proxy:

- Am I supposed to attend?
- How many people attend?
- What happens at the meeting?
- Why is there no agenda with the meeting announcement?
- What is the Proxy and why should I submit one?

A. The annual meeting is usually very small, with reports from the club officers and some board members on the status of the club. There is also the opportunity for members to voice a concern or discuss a topic.

Per our bylaws (which are posted on our web site), three board members, the Secretary and the Treasurer are up for election each year.

This meeting is a requirement of our MA non-profit corporation status.

There is no published agenda, but any proposed bylaws changes will be shown on the meeting announcement.

If you are not planning on attending, please submit a proxy to delegate your vote to a particular person. Thank you.

WHERE DO I FIND AMMO OR RELOADING SUPPLIES?

Q. I want to shoot more, but I can't find any ammo.

A. We are hearing this complaint on a regular basis. It has been widely reported that the cause is hoarding. Besides the local retail stores (which are now finally starting to stock ammo), there are several search engines on the web that may help. These web sites have the ability to search by caliber and list by price. Some also list local retail stores as well as Internet sources, as some states (like MA) do not allow mail order ammunition or component sales:

<http://www.gunbot.net>

<http://ammoseek.com>

<http://www.ammoengine.com>

<http://gun-deals.com/>

<http://www.slickguns.com/category/ammo>

If you live in MA and would like to be able to order ammo and supplies by mail, write to your legislator and VOTE. This is only a political problem that VT and CT do not have.

Agawam Revolver Club, Inc. - Frequently Asked Questions

EMAIL COMPROMISED

Q. My email account has somehow been compromised and all the people in my contact list are receiving email that I did not send. How did this happen and how do I fix it?

A. Given the large number of club members, it is not uncommon for us to see email accounts compromised, spoofed or hacked (especially Yahoo, AOL and Hotmail). It usually means someone has guessed your password. Sometimes a personal computer, which you used to log on to your email, has been compromised and another person obtained your password after you used that computer.

WHAT YOU MUST DO

The **most important thing** you should do is stop the emails, NOW.

Change your email password NOW!

If changing your email password is not possible, the following information may help you to work through this problem:

- **Yahoo-** <http://help.yahoo.com/l/uk/yahoo/mail/yahoomail/abuse/abuse-448487.html>
- **Gmail-** https://support.google.com/mail/answer/50270?hl=en&ref_topic=3406179
- **AOL-** <http://help.aol.com/help/microsites/microsite.do?cmd=displayKC&docType=kc&externalId=15722>
- **HotMail/MSN-** <http://windows.microsoft.com/en-US/hotmail/hacked-account-faq>

Tell all the people on your contact list that the emails sent to them did not come from you and they should NOT click on any links inside those emails. Clicking on links in this type of email may do bad things to your (and their) computer.

Here is a list of 7 things to do if this happens to you:

http://www.noip.com/blog/2013/07/29/7-things-to-do-if-you-suspect-your-email-has-been-hacked/?utm_source=email&utm_medium=newsletter&utm_campaign=august2013

Another item to note is that whoever took over your email account now has all of your email contacts. Expect to see further similar emails in the future to all those contacts; from an email address in another country (it will be obvious from the country code in the email address). This may continue for some time. Please warn your friends that these emails are not coming from you and not to click on any links in the email.

Agawam Revolver Club, Inc. - Frequently Asked Questions

TO HELP PREVENT THIS IN THE FUTURE

Use a strong password (include numbers, letters (upper and lower case), and special characters). If you must use a public computer (school, nursing home, hospital, hotel, etc.) , change your password soon afterward from another trusted computer.

ADDITIONAL RESOURCES

Helpful hints to keep you safe on-line: www.mcafee.com/12scams.

Information on phishing attacks: <https://www.us-cert.gov/ncas/tips/ST15-001>