

# HARDIN COUNTY FIREARMS TRAINING FACILITY Users Agreement

This facility is for the exclusive use of law enforcement personnel for organized training. By signing this agreement, each Law Enforcement Agency agrees to abide by and enforce all rules and regulations set forth within this document.

All Law Enforcement Agencies using this facility must have on file with the Hardin County Sheriff's Office (HCSO) a signed copy of this agreement along with a list of firearms instructors, a copy of your training manual and course of fire. Only State and Federal Instructors Certificates will be honored under this agreement.

Copies of current certificates and related documents must be on file by January 1 of each year.

## Article I. Liability

By signing this document, your agency assumes all liability for any and all injuries to your personnel while training at this facility, and your agency and individuals training will release the Hardin County Sheriff's Office and Hardin Fiscal Court from all liability.

## Article II. Rules

All agencies will abide by all rules set forth in this document or made part of this document by addendum.

### A. General Rules:

1. Treat all firearms as though they were loaded.
2. Never point a firearm at anyone while using this facility.
3. Always keep your firearm pointed in a safe direction.
4. No Concealed Carry permit training (CCDW) will be conducted by any individual at this facility.

### B. Specific Rules:

1. All firearms training must be properly and adequately supervised by a Certified Firearms Instructor and at least one Range Safety Officer. All firearms training will be conducted **only** by a Certified Firearms Instructor. All safety precautions must be adhered to and range rules enforced.

2. Strict discipline will be maintained and carelessness will not be tolerated during firearms training.
3. Participants must give the range instructor their undivided, full attention and follow all instructions while on the firing range.
4. Immediately upon picking up a firearm, open the cylinder or action and check to see that it is unloaded. Always check a weapon twice to ensure it is unloaded and clear.
5. Never give a firearm to or take a firearm from anyone unless the cylinder is open or the action of an automatic pistol is open.
6. Only weapons approved by a range instructor can be used on the range.
7. Never anticipate a command. Do only what you are instructed to do by a range instructor.
8. Never un-holster your handgun unless under the direct supervision of an instructor.
9. Never carry a loaded firearm on the range except when authorized by a firearms instructor while on the firing line.
10. Live ammunition will be issued by an instructor prior to the trainee moving to a firing line. Live ammunition will not be in possession of a trainee without permission from an instructor.
11. Inspect the barrel of a firearm before loading to insure there is not an obstruction. If there is an obstruction or if a weapon malfunctions, immediately notify a range instructor.
12. Load the weapon only after position is taken at the firing point and the command to load is given by a range instructor.
13. Unload when and as instructed by a range instructor. Never leave the firing point without first unloading your firearm when instructed by an instructor.
14. A semi-automatic weapon will be holstered without a magazine in the magazine well when not on the firing line.
15. Keep the firearm pointed in a safe direction at all times.
16. Never draw a handgun from the holster or re-holster with the finger on the trigger guard.
17. No smoking, chewing of tobacco, chewing of gum while on the firing line.

18. No talking on the firing line or to shooters on the firing line, except as instructed.
19. Never permit the muzzle of a firearm to touch the ground.
20. There will be no single action revolver firing weapons used at this facility.
21. If a weapon is carelessly placed in single action mode, proper procedure to lower the hammer must be followed. Never let the hammer of the revolver down on a live cartridge without placing the thumb in front of the hammer and releasing the trigger.
22. In case of misfire or possible malfunction, notify a range instructor. Keep the firearm pointed down range. Do not open the cylinder or action.
23. Never fire a succeeding shot after a malfunction without first notifying the range instructor of the malfunction. With his or her assistance, while keeping the muzzle down range, the weapon will be unloaded and the barrel checked for obstructions.
24. Never go in front of the line or fire until the firing line has been cleared and the command is given to go forward.
25. Never dry fire on the range except under the supervision of an instructor. No live ammunition will be permitted in the dry fire area.
26. Practice of “dummy” loads will only be used under direct supervision of an instructor.
27. There shall be no “Unattended” weapons at the range. Secure all additional weapons for later use in your vehicle.
28. Shotguns will be transported by trainees in a “carry” position designated by an instructor. Carry position includes action back, showing an empty chamber, and the safety is on.
29. When a shotgun is placed on a table, ejection port side is up, action is back and safety is on.
30. A semi-automatic weapon will be de-cocked when moving from one firing position to another and before re holstering.
31. When moving from one position to another position during a combat firing course the handgun will be pointed in a safe direction.

32. The range instructor will designate an area for weapons to be cleaned. Cleaning of weapons will only occur under the direct supervision of an instructor and in the designated area.
33. Eye protection will be worn by anyone cleaning a weapon.
34. Eye protection will be worn by all personnel on range when a course is being fired to include individuals at the ready for the next drill.
35. Hearing protection will be worn by all personnel while on the firing line.
36. Ball caps must be worn at all times for additional protection.
37. Do not enter the range house with a loaded weapon!
38. The Hardin County Sheriff's Office reserves the right to be present during training to inspect and observe training to ensure compliance to all conditions and guidelines of this contract.
39. Do not in any way deface or mark the concrete in and around the range.

### Article III. Scheduling

All scheduling will be coordinated through the Hardin County Sheriff's Office on a first come basis. All Law Enforcement Agencies are requested to submit range dates in writing no later than the second week in December of the prior range year. Additional "Special Training Dates" may also be scheduled after the schedule year is set with at least one week prior notification provided the range is available. A copy of the course of fire and a training manual specific to that training, or a specialized training written course outline, will be required at the time the range is being scheduled for the special training day. All keys are on a sign out basis only from the Hardin County Sheriff's Office. Upon completion of scheduled training, all keys will be returned to the Hardin County Sheriff's Office by 9:00 a.m. of the next business day.

### Article IV. Emergency Services

Law Enforcement Agencies upon arriving at the Firearms Training Facility for training will contact Hardin County Control to inform them of the nature of training. This contact may be made by Radio or Telephone, 737-4217 or 765-2900. In case of an emergency call the numbers listed above or contact by radio Hardin County Control with the nature of the emergency. The GPS coordinates for the range site is N37° 42.984 W85° 43.364. The ambulance providing service to this range is Hardin County Ambulance Service. The

primary air service is Life Net located in Elizabethtown 1-800-678-9811. The secondary service is STAT CARE located in Louisville and Glasgow at 1-888-729-9111.

## Article V. Cleanup

Each Agency using the Range will be responsible for cleaning and disposing of any trash (brass, used targets, back drops) and other refuse brought to the range. The garbage cans provided at range site must be emptied by the agency using the site. Empty the cans in the dumpster located between the maintenance building and the scale house at the landfill site. No open fires or burning of trash are permitted. Routine inspections of range will be conducted by the Hardin County Sheriff's Office to assure all rules and regulations are carried out. Any agency not in compliance will lose their range privileges.

## Article VI Contract Termination or Suspension

Any violation of this contract can result in temporary suspension or complete termination of this contract. Complete termination will only occur as a result of repeated contract violations or improper training practices which would likely result in serious physical injury or death. Temporary suspension will be issued when minor violations of this contract occur or repeated complaints by students of safety violations. The use of the range will be temporarily suspended until such time as an investigation can be completed. Substantiated complaints could result in termination of that years contract or temporary suspension, if the violation is of a nature that corrective measures can be taken in order for the violation be permanently corrected the suspension shall last only as long as it takes to investigate the complaint and corrective measures are put in place to prevent future reoccurrence of the violation.

## AGREEMENT CONTRACT FORM

I do hereby acknowledge that I have received and read a copy of the User's Agreement of the Hardin County Firearms Training Facility and will abide by this User's Agreement.

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

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Chief/Department Head

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Lead Firearms Instructor

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Department

# Hardin County Sheriff's Office

Please Print

Agency Name \_\_\_\_\_

OIC of Agency \_\_\_\_\_

Firearms Instructor Supervisor \_\_\_\_\_

1. Certified Firearms Instructor Name \_\_\_\_\_

Date last certified

Contact Numbers \_\_\_\_\_ Cell \_\_\_\_\_

Email Address \_\_\_\_\_

2. Certified Firearms Instructor Name \_\_\_\_\_

Date last certified

Contact Numbers \_\_\_\_\_ Cell \_\_\_\_\_

Email Address \_\_\_\_\_

3. Certified Firearms Instructor Name \_\_\_\_\_

Date last certified

Contact Numbers \_\_\_\_\_ Cell \_\_\_\_\_

Email Address \_\_\_\_\_

Agency Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

24 hour contact number \_\_\_\_\_