



**The American Legion
Post 48 Chesnee
820 South Alabama Street
P. O. Box 323
Chesnee, South Carolina 29323**
<http://www.americanlegionpost48chesnee.com/>

Range Committee Training

Range Rules & Safety Class

Assist with RR&S Classes

Range Committee Training

Range Rules & Safety Class

- Scheduled for an entire year (See 2024 Meeting and Event Schedule)
- During Key Swap, Saturday & Sunday classes meet 2:00 PM
- After Key Swap, Saturday & Sunday classes meet 2:30 PM
- Thursday classes meet at 7:00 PM

Range Committee Training

Range Rules & Safety Class

- Room set up same as 3 Key Swap Stations
- Stations are set up near the western wall of the Post

Range Committee Training

Range Rules & Safety Class

Prior to Class set up

Forms needed:

- forms are in Chairmans hanging file box
- Sign In Form
- Key Application Forms
- Liability Agreement Forms

Range Committee Training

Range Rules & Safety Class

Forms needed:

- Range Rules
- DD-214 Retrieval Form
- Key Swap Schedule (January only)

Range Committee Training

Range Rules & Safety Class

Forms needed:

- RR&S Class Schedule
- Post Meeting & Event Schedule
- Veteran Information Form
- Printout of the Signed Liability Agreement Names

Range Committee Training

Range Rules & Safety Class

Equipment Used

- Pens (in the office in box marked Range)
- Laptop (capable of running Power Point)
- Projector Epson (large {>10} group)
- If using projector, use Screen in office

Range Committee Training

Range Rules & Safety Class

Equipment Used

- Television Screen (small {<10} group)
- Extension Cord with power strip
- Show & Tell Items

Range Committee Training

Range Rules & Safety Class

After Class take down

- Extension cord taken up, coiled, stored in wood crate
- Power strip stored in wood crate
- Forms back into Chairmans hanging file box in proper folder
- Pens back into office

Range Committee Training

Range Rules & Safety Class

After Class take down

- Display equipment unplugged from lap top & electrical connection
- Signs (door) entry table stored in form box
- Television set stored in Post store room (HDMI cable stays with TV)
- Epson projector stored in its box with power cord