



REGISTERED SHOOT HANDBOOK



Welcome to the Amateur Trapshooting Association

The ATA serves as the faithful protector of the sport of trapshooting. As the largest clay target shooting organization in the world, the ATA governs the sport's rules and regulations and seeks ways to further enhance the sport and increase participation.

The ATA was founded in 1900 as the American Trapshooting Association and later changed to the Amateur Trapshooting Association in 1923. A Board of Directors composed of state and provincial delegates govern all ATA policy matters. The Executive Committee, which is comprised of one representative from each of the five Zones, provides stewardship for the association throughout the year.

We would like to thank you for all the time and dedication, you put into supporting trapshooting. The Amateur Trapshooting Association would not be here without the support of our gun clubs & shooters. Thank you

Inside this Registered Shoot Handbook you will find everything you will need to hold a successful registered ATA shoot.

Gun Club Name _____

Gun Club ATA Number _____

Gun Club Login Password _____

CONTACT INFORMATION:

Amateur Trapshooting Association
1105 East Broadway
PO Box 519
Sparta, IL 62286

Phone: 618-449-2224

Fax: 866-454-5198

Email: info@shootata.com

To find contact information for the ATA Executive Committee, ATA Central Handicap Committee, or ATA Office Staff, please visit **www.shootata.com** or see any TRAP & FIELD Publication.

Helpful Resources/Tools for Shooting Range Management:

- <http://www.nssf.org/ranges>
- <http://range.nra.org/>
- <http://www.nraonlinetraining.org>
- http://www.shootatat.com/Portals/0/pdf/Grand_Training_Materials.pdf

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GUN CLUB AFFIDAVIT

All gun clubs must have an affidavit on file for their club. It needs to be filled out completely, signed by the Gun Club Manager & the State Trapshooting Delegate. A new affidavit is required when a gun club adds additional trap fields.

The Affidavit (sample below) must be on file at the ATA office.

STATE OF)	_____
		GUN CLUB NAME
)SS:	_____
COUNTY OF)	_____
		GUN CLUB ADDRESS

AFFIDAVIT

This AFFIDAVIT is made pursuant to the requirements of the official Rule XIII, A., of the Official Trapshooting Rules of the Amateur Trapshooting Association of America (as republished each Target Year). Affiant states:

1. This Gun Club uses _____ to throw ATA registered targets.
(no. of traps)
2. Each of the traps used by this Gun Club to throw ATA registered targets meets the requirements of Official Rule XIII A. of the Official Trapshooting Rules of the Amateur Trapshooting Association of America (as republished each Target Year), which states:

K. TRAP MACHINE

A trap machine which throws targets at an unknown angle shall be used. All trap machines used to throw ATA registered targets shall be so manufactured, modified, or equipped as to interrupt irregularly the oscillation of the trap or otherwise assure the unpredictability of the flight of substantially all targets thrown.

Each gun club that throws ATA registered targets must have on file in the ATA main offices a signed Affidavit that the trap machines used to throw registered targets meet the requirements of this Rule. The State ATA Delegate is responsible for the enforcement of this Rule.

3. This AFFIDAVIT is made on personal knowledge of Affiant and this AFFIDAVIT

is made by Affiant on behalf of _____
Gun Club Name

Affiant is _____ of _____.
Gun Club Manager Gun Club Name

FURTHER AFFIANT SAYETH NOT.

AFFIANT

ATA Delegate

GUN CLUBS AND STATE/PROVINCIAL ASSOCIATIONS

REGISTERING SHOOT DATES

Gun clubs are required to fill out at least one Register Shoot Application a year. This form is to be sent to the State Association Secretary for approval. The State Secretary will send approved applications to the ATA office for registration.

The ATA will provide the State Secretaries with a supply of shoot applications and rule books. They will also be provided with a current listing of all the registered clubs in the state. It is the responsibility of the State Secretary to check over this listing and notify the ATA of any changes or additions that may need to be made.

When shoot applications are sent to the ATA, only those shoots that have the State Secretary's signature of approval will be registered unless the ATA has different written directions. If a gun club sends an application directly to the ATA office without this approval, the ATA will not register the shoot and will send that application back to the State Secretary for approval.

The ATA also sends an update of all shoot dates to Trap & Field every month. In order to have your registered shoots published in a timely fashion please ensure that the ATA receives the application 2 months prior to the shoot date.

UNPAID SHOOTERS

Every month the ATA sends the State Secretary a listing of all unpaid shooters in their State who are active shooters in that target year. If those shooters do not pay their dues prior to the target year end, those dues will be deducted from the State/Provincial Association's rebate. It is the duty of each ATA gun club to ensure shooters' ATA membership dues are current. If a shooter participates in a registered ATA shoot and has not paid current ATA dues, then the club will be held responsible for payment.

LATE FEES

All ATA registered shoot forms and payment must be forwarded to the ATA within 8 calendar days following the last day of the registered shoot or league. If shoot reports are not sent in a timely manner, gun clubs can

be charged a substantial late fee. The State/Provincial Secretary also receives a copy of late fee notices sent to the club. If late fees owed are not paid by the end of the target year, they will be deducted from the state/provincial rebate.

CLUB INFO UPDATES

To ensure the ATA has the most up-to-date information, any changes made to the club should be updated with the ATA. This can be done with the Gun Club Login or changes can be sent to the ATA. Shooters look to www.shootata.com for the most updated information.

If you have any questions, assistance from the ATA is available weekdays from 8:00 am to 4:30 pm CST for your convenience at 618-449-2224.

Muddy River Gun Club
ATA Registered Shoot - Saturday, May 8, 2019

Practice & Registration - 9:00 AM
Program - 10:00 AM

ATA Daily fee of \$3 and State Daily fee of \$X shall apply
State Target fee of \$X.xx/100 targets shall apply

Event 1 - 100 Singles Targets

Entry (Targets, Trophies and Tax)..... \$XX.00

- Options -

Lewis - X divisions, X money each..... \$XX.00
Purse by Class, split xx%-xx% ties divide..... \$XX.00

- Trophies -

X boxes shells to champion, x boxes to each class winner,
X boxes to high Lady, Junior, Veteran and Sr Veteran

Event 2 - 100 Handicap Targets

Entry (Targets, Trophies and Tax)..... \$XX.00

- Options -

25's - One money (100%).....\$XX.00
50's - (3) split xx-xx-xx%..... \$XX.00
100 - split xx-xx-xx%.....\$XX.00
Ydg Gps (19/21, 22/24, 25/27) split xx-xx-xx%.....\$XX.00
Lewis - X divisions, X money each.....\$XX.00

- Trophies -

X boxes shells to champion, x boxes to each ydg champions
19/21, 22/24, 25/27
X boxes to high Lady, Junior, Veteran and Sr Veteran

Event 3 - 50 Pair Doubles Targets

Entry (Targets, Trophies and Tax)..... \$XX.00

- Options -

Lewis - X divisions, X money each..... \$XX.00
Purse by Class, split xx-xx% ties divide..... \$XX.00

- Trophies -

X boxes to each class winner,
X boxes to high Lady, Junior, Veteran and Sr Veteran

Singles and Doubles Classes

4 Singles Classes - A - 95% and over; B - 92%-94.99%; C - 89%-91.99%; D - Under 89%
3 Doubles Classes - A - 89% and over; B - 83% - 88.99%; C - Under 83%

This shoot is registered with the ATA, all ATA rules will apply
All Shooters must be current members of the ATA and the State Assn.

Snack Bar will be open for lunch

TYPES OF ATA SHOOTS

SINGLES

This event must be shot 5 or 10 shots at each post from 16 yards with each shooter in order shooting at one target until all have shot 5 or 10 times, and then rotating in a clockwise manner to the next post.

DOUBLES

This event must be shot from 16 yards, with each shooter in order shooting at two (2) targets thrown simultaneously from the trap house until all have shot the specified number of times, then rotating in a clockwise manner to the next post.

HANDICAP

This event must be shot 5 or 10 shots at each station as directed by shoot management from 19 to 27 yards with each shooter in order shooting at one target until all have shot 5 or 10 times as directed and then rotating in a clockwise manner to the next post. A contestant must stand on the highest whole yardage punched on his/her card. For example, if a card is punched at 20.5 yards, the shooter will stand on 20.0 yards. However, if one-half (1/2) yard is then earned, the card must be punched to 21.0 yards and the shooter must stand on the 21.0 yard line.

BIG 50 PROGRAM

The Big 50 Program has been created to encourage participation by league and casual shooters in registered shooting.

The program essentially offers reduced ATA daily fees for Big 50 Program participants. Three 50 target programs (singles, doubles and handicap) with no more than three 50 target events per day and no more than one of any one discipline may be registered. Non-registered shooters are allowed to squad with registered shooters.

Participating in the program is very simple. The normal procedure for obtaining approval for the

registered date(s) through your State/Provincial Association must be followed. (See page 5, Registering Shoot Dates for details.) It is also strongly suggested that you contact your State/Provincial Association Secretary to determine whether their daily fees will be waived.

The only separate notice required to the ATA is to simply write the words Big 50 on or near the Gun Club line on your shoot financial report.

LEAGUE PROGRAM

The registered league program was developed to introduce league shooters to ATA registered shooting and to allow current league participants the opportunity to pick up some additional registered targets.

ATA rules apply and take precedence to registered league shooting, however, non-registered shooters are allowed to squad with registered shooters in these leagues. Both singles and doubles registered leagues are allowed, and there is no limit to the number of weeks the league can last. It is, however, suggested that the league begin and end in the same target year.

Registered league scores will be published by the ATA in the average book, on average cards, and will be used for both target attainment and minimum requirements at ATA registered tournaments.

A one-time charge of \$25, made payable to the ATA, must accompany the Registered League Application when forwarded to the State Association Secretary. League participants pay ONE daily fee of \$3 for the registration of their league scores.

SEE ATA RULEBOOK FOR MORE DETAILS

WHAT TO SUBMIT WITH EVERY SHOOT

PAPERWORK CHECKLIST

Shoot 1 Shoot 2 Shoot 3 Shoot 4 Shoot 5 Shoot 6

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FORM OF PAYMENT

PROGRAM TARGETS REPORT

REGISTERED SCORE SHEETS

EARNED YARDAGE REPORT

SHOOT FINANCIAL REPORT

MEMBERSHIP APPLICATIONS

FORM OF PAYMENT- Check or Money Order (USD).

EARNED YARDAGE REPORT (Page 13)

PROGRAM TARGETS REPORT (Page 10)

SHOOT FINANCIAL REPORT- Completely filled out. (Page 15)

REGISTERED SCORE SHEETS- Unless sent via email to results@shootata.com (Page 11)

MEMBERSHIP APPLICATIONS (Page 16-17)

*In accordance with ATA rules, shoot scores and payment **MUST** be postmarked within 8 days of the last day of the shoot or your gun club could be subjected to a fine. **SCORES WILL NOT BE PROCESSED UNTIL ALL SHOOT FEES HAVE BEEN RECEIVED.***

ALL AVAILABLE SHOOT SUPPLIES

ATA PROMOTIONAL BROCHURES

Each gun club is asked to keep a supply of these brochures to give to new shooters. They explain the benefits of membership and the fun of registered trapshooting.

MEMBERSHIP APPLICATIONS

Each gun club must have applications for new members and renewal members to fill out and send to the ATA with their registered shoot report. Please be sure to use the most up-to-date form. Many items may change through the years.

RULE BOOKS

These are the governing rules of our Association and a good supply should be kept on hand at each shoot. However, the most current version is always available on the ATA website.

SHOOT REPORT RETURN ENVELOPES

Durable, pre-addressed envelopes. The perfect size for all your shoot documents.

EARNED YARDAGE REPORT

Each gun club is to enter all the information required on this form (refer to the rule book to complete this form) including all yardage earned from the 27 yard line. (Page 13)

SHOOT FINANCIAL REPORT FORMS

This form should be completely filled out. If the shoot is more than one day, beginning and ending dates, and all fees must be listed accordingly. (Page 15)

PROGRAM TARGETS REPORT FORMS

This form is to list the number of program target events for each registered day. (Page 10)

REGISTERED SHOOT APPLICATIONS

All gun clubs must fill out this form and send it to their State Association for approval. This application lists the gun club's correct address, shoot supplies, recipient's name, gun club's telephone number and contact person. This helps when a caller wants information on a shoot or the ATA may need to contact the gun club for

the answers to any questions. There is also space to estimate attendance along with the shoot dates.

REGISTERED LEAGUE SHOOT APPLICATIONS

This form is used for league shoots only. It must be filled out completely, sent to the State Association for approval and must include the \$25.00 fee per league (payable to the ATA).

REGISTERED SCORE SHEETS

If shoot management software is not used, the gun club imprints the shooter's plastic card at the top and enters all yardages. All shoot scores must be listed in the proper columns. (Page 11)

TRAP & FIELD REPORT FORMS

Each gun club must fill out this form completely and mail it directly to the ATA; fax it to 866-297-8529; or e-mail it to editorial@trapadfield.com for publication of shoot results. Typed or computer generated forms may also be submitted if the same information is included.

SAFETY POSTERS

The ATA has "Keep it Safe - Keep it Open" safety posters available upon request.

SHOOTER NOTICE POSTERS

This poster explains to shooters the ATA rules and lists the responsibilities a shooter must know before entering a shoot.

FILLER CARDS

These cards are to be used for shooters who have filled up their average card and need another card to continue their records.


NEED MORE SUPPLIES?

All forms can be found & ordered on the ATA website: www.shootata.com. Orders made online or by phone normally ship in 3-5 business days.

The ATA office is open Monday through Friday from 8:00 am to 4:30 pm CST to answer any questions or concerns. Please feel free to contact us at 618-449-2224.

PROGRAM TARGETS REPORT

Below is an example of a correctly filled out Program Targets Report. This completed form must accompany each shoot report.



AMATEUR TRAPSHOOTING ASSOCIATION
 P.O. Box 519, Sparta, IL 62286
 Telephone (618) 449-2224
PROGRAM TARGETS REPORT

INSTRUCTIONS

List the number of targets thrown for each event, each day.
This form should not reflect the total amount of targets thrown for the entire shoot.

The Example illustrates that a two-day shoot was held on July 11th & 12th. July 11th indicates that (2) 100 target Doubles Events and (1) 100 target Handicap Event were held. July 12th indicates that a (1) 200 target Singles Even was held.

MONTH DAY	SINGLES	HANDICAP	DOUBLES
7 / 11		100	100
7 / 11			100
7 / 12	200		

REV. 11-15

MONTH DAY	SINGLES	HANDICAP	DOUBLES
1 / 20	100	100	100
1 / 21	100	100	100
1 / 21		100	100

REGISTERED SCORE SHEETS

Each gun club must follow these instructions when filling out paper score sheets.


- Participant's name and ATA number must be clearly printed on the top of the score sheet.
- If the participant earns yardage, the original yardage must be left on the score sheet.
- In the case of handicap events with more than 100 targets, each 100 targets needs to be recorded *individually*.
- Only the total of the participant's score needs to be turned in, not the sub-event scores. The same is true for league shoot scores.
- If a participant's targets shot at differ from those of the other participants, the total number of targets that were shot at must be noted.
- When score sheets are mailed, they must be securely bound together, preferably with rubber bands or paper clips rather than with staples.

15 00002 ANNUAL
 JOHN SMITH
 1234 SOME LANE
 SOMEWHERE CA 91111

Imprint Shooter's Plastic Identification Card Above

CLASSIFIED BY: *Manager* HANDICAP YARDAGE: **22**

DATE		SINGLES			HANDICAP			DOUBLES		
MO	DAY	SQ	CLAS	SINGLES SCORE	SQ	HDCP SCORE	EARNED YDG.	SQ	CLAS	DOUBLES SCORE
		POS.	S S S		POS.			POS.	S S S	
1	20			82		90				90
1	21			81		97	(1)			88
1	21					98	(1)			48 50

 AMATEUR TRAPSHOOTING ASSOCIATION
 P.O. Box 519 • Sparta, IL 62286
 Phone: (618) 449-2224 Fax: (866) 454-5198
 Website: shootata.com E-Mail: results@shootata.com
REGISTERED SCORE SHEET
 ATA OFFICE COPY

ELECTRONIC SHOOT REPORTS

Scores can be sent on a disc or emailed to results@shootata.com
 Trap & Field reports to editorial@trapadfield.com

Scores sent electronically must include the following:

- Program Targets Report
- ATA Data
- Earned Yardage Report
- Shoot Financial Report
- Membership Applications

PRINTED SHOOT REPORT

January 1 20##				Page 1	
Shooter Scores Results Printout				Gun Club #####	
			Pos	Hit	
XX XXXXX (1)	(3)1/01/20XX	(5)S	100	90	
John Doe (2)	1/02/20XX	(6)H	100	76	
123 Some Place Ln	1/03/20XX	(7)D	100	64	
Somewhere, CA 90000					
Start Yardage 20 (4)					

The above computer print-out is a sample of the format which each gun club should use to report the registered scores shot at to the ATA

This sample indicates the necessary items that must be included in the print-out.

(1) ATA membership number is required. If the shooter forgot or lost his ATA card, the membership number can be researched in the Shooter Information Center at www.shootata.com or the Average Book. If the shooter is a new member, this can be left as an obvious temporary number.

(Examples: NM 11111, NM 11112, etc.).

(2) Shooter's proper name and address is particularly important for those members who do not have a proper ATA number listed.

(3) Shoot date(s) is required. Each day's shooting should be printed on a separate line.

(4) Shooter's handicap yardage confirmed by the gun club's classification committee at the beginning of this particular shoot.

(5)-(7) The number of targets shot-at in each discipline and the score broke.

EARNED YARDAGE REPORT

An earned yardage report should accompany all shoot reports. This report should be filled out completely with all shooters who earned yardage listed, including those already on the 27 yard line. If two or more handicap events are scheduled on the same day, report each handicap event separately. This form may be submitted blank, if a Handicap event was not held.

Computer generated reports with the same information may be used instead of the form provided by the ATA office.

EARNED YARDAGE

It is the responsibility of the handicap committee of each shoot to determine the yardage awards based upon ATA rules for each handicap event. The committee or gun club should attempt to punch the card of any shooter earning yardage. If a card is not punched, the club should notify the shooter as soon as possible. Refer to the current rule book, for more details on earned yardage.



AMATEUR TRAPSHOOTING ASSOCIATION
 1105 EAST BROADWAY - PO Box 519
 SPARTA, IL 62286
 PHONE (618) 449-2224 FAX (866) 454-5198
 www.shootata.com

EARNED YARDAGE REPORT

FOR A.T.A. USE ONLY	
Date Rec'd	
SR Number	
Shoot Date	
Club Number	
Club Name	

INSTRUCTIONS

This REPORT must be COMPLETED and returned to the A.T.A. office with EVERY SHOOT REPORT. Refer to Section VI: D of the current rulebook, for more details on earned yardage. If two or more handicap events are scheduled on the same day, REPORT EACH HANDICAP EVENT separately. You must PUNCH the HANDICAP CARDS OF SHOOTERS EARNING additional YARDAGE. If the cards are not punched, inform the A.T.A. state delegate and the shooter, as this will assist them in fulfilling their responsibility in shooting at the correct handicap yardage.

NAME	A.T.A NUMBER	STATE	SCORE	DATE	Number of Handicap Shooters	Card Punched YES-NO	YARDAGE	
							FROM	TO
John Smith	150004	CA	97	1/21	25	Y	22	23
Frank Doe	150011	CA	96	1/21	25	Y	23	23.5
Jane Smith	150002	CA	97	1/21	25	Y	27	27
No yardage - 5/20					9			

CLASSIFICATION, SQUADDING, & CASHIERING

Shoot management should make arrangements for the classifying, handicapping and squadding at each registered shoot. This may be done by capable personnel appointed by gun club management.

CLASSIFICATION

For Singles and Doubles events, shooters should be placed in three (3) or more classes, according to their established average and/or known ability. A new shooter may be assigned to any class in Singles and Doubles events, at the discretion of classification personnel until the shooter establishes his/her known ability. Please see the ATA Rulebook for more details.

For Handicap events, a shooter will be handicapped between 19 and 27 yards and at the highest yardage punched on his/her Average Card, unless he/she is required to shoot penalty yardage. Additional information and yardage guidelines are listed in the ATA rulebook.

SQUADDING

In all ATA events, contestants shall shoot in squads of five (5) except:

- When there are less than five (5) contestants available for the last squad of any program.
- When yardage differences in Handicap events make it impractical or unsafe.
- When there are withdrawals from a squad after the event has begun and squads scheduled.
- When in the opinion of shoot management, the harmony of the shoot may be enhanced by squadding less than five (5) contestants.
- In Handicap, there shall be no more than two (2) yards difference between adjacent shooters in the squad, and no more than a total difference of three (3) yards in a squad. Please see ATA Rule book for additional details.

CASHIERING

After squadding, the shooter heads up to the cashier to pay all entry fees and the cost of any special "options" the shooter may be playing. A nominal daily fee for the ATA and possibly the state association is also collected.

Options: Many shoots provide for "options", which are optional and do not impact trophy competition. This may include any one or more of the following:

25's: For those playing this option, a special purse is set aside based upon results in each 25-target round of an event. For example, in a 100 target event, 25's would be paid for each of the four 25-target rounds.

50's: This works like the 25's, but in 50 target increments. In a 100 target event, for example there could be three 50 purses - one for the first 50, one for the middle 50, and one for the final 50 targets. Depending on the size of the shoot, this may pay more than one place, with ties also dividing money.

100's: This works like the 25's and 50's, but in 100 target increments. This or some variation may also be designated as a "jackpot purse" in a 100 handicap event, for example.

Lewis Purse: This varies from shoot to shoot, but in general, shoot management will bracket one or more artificial "classes" from which payouts can be determined. For example, in a Lewis Purse paying two places, the top two scores in a shoot will share the money for that first class. A second class may be established at another pair of numbers, and a similar payout made. This allows for additional payouts to the top guns in the event, while also allowing similar payouts to those who record lower scores.

To find more information on options, please refer to:

ATA Rulebook
www.shootata.com

SHOOT FINANCIAL REPORT


A Shoot Financial Report must accompany every shoot report (including printed and electronic shoots).

In reporting separate shoots (example: 9/25 and 10/2), a Financial Report should be used for each nonconsecutive day.

A shoot, lasting for multiple **consecutive** days, should be reported on one Financial Report.

A check or money order must be included with the Shoot Financial Report.

*Prices Subject to change



AMATEUR TRAPSHOOTING ASSOCIATION
 PO Box 519, Sparta, IL 62286
 TELEPHONE: (618) 449-2224 • www.ShootATA.com

SHOOT FINANCIAL REPORT

INSTRUCTIONS

1. Use **ONLY ONE (1) FORM** per SHOOT.
2. Report the number of REGISTERED SHOOTERS for EACH DAY of your SHOOT at below right.
3. To avoid \$25 late fine, entire shoot report must be mailed within 8 days after shoot (see rule book page 11).
4. All remittances to be in U.S. FUNDS.

FOR ATA USE ONLY

SR Number _____

Date PM _____

Date Rec'd. _____

SHOOT DATE(S) 1 / 20 / XX TO 1 / 21 / XX
MO. DAY YR. MO. DAY YR.

USE PLASTIC IMPRINT CARD OR PRINT

Club I.D. No.

000000

Club name and address:
My Club
Somewhere, CA 91111

Check box if shoot was canceled.

DAY	REGISTERED SHOOTERS
1	3
2	3
3	
4	
5	

Total Registered Shooters	6	X \$ 3.00 = \$	18.00
Total Annual Memberships (23+)	1	X \$ 20.00 = \$	20.00
Total Annual Youth Memberships (22 & under)		X \$ 12.00 = \$	
Total Annual AIM Memberships (22 & under)		X \$ 13.00 = \$	
Total Life Memberships		X \$ 500.00 = \$	
Total Senior/Disabled Veteran Life Membership <small>(Must Show Proof of Status)</small>		X \$ 250.00 = \$	
Total Trap & Field Subscriptions (1-year, 12 Issues)		X \$ 35.00 = \$	
Total Trap & Field Life / Paid with Dues (1-yr.)		X \$ 30.00 = \$	
Total Trap & Field Digital Access Only (1-yr.)		X \$ 20.00 = \$	
Total Trap & Field Digital Access with Subscription (1-yr.) / Paid with Dues		X \$ 15.00 = \$	
Total Number of Average Books		X \$ 12.00 = \$	
Total Registered Shooters Big 50		X \$ 1.50 = \$	
Total Remittance (U.S. FUNDS)		\$	38.00

By Manager _____ / _____
GUN CLUB OFFICIAL PHONE NUMBER

Undesignated payments exceeding your required dues/fees amount will be considered contributions to the Amateur Trapshooting Association.
 Rev. 11/2018

MEMBERSHIP APPLICATION & RENEWAL

For faster and more accurate processing, please follow these instructions when filling out membership applications.

NEW MEMBERSHIP APPLICATION:

1. Please Mark a box at the top designating which membership you would like. Note that the top boxes include a Trap & Field Subscription, and the boxes below are membership only.
2. Check "You are a new member of ATA or AIM" box to the right of the contact information fields for a new shooter that has never registered ATA targets. Then complete all the fields to the left.
3. Do not forget to include the birth date.

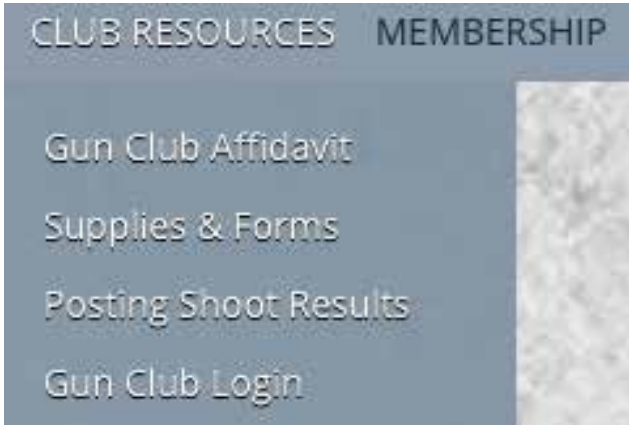
RENEWAL MEMBERSHIP APPLICATION:

1. Please Mark a box at the top designating which membership you would like. Note that the top boxes include a Trap & Field Subscription, and the boxes below are membership only.
2. Fill out or imprint membership card in the contact information fields.
3. If your address has changed, please check the "You changed your address. Please show new address to the left." box to the right of the contact information fields.

TRAP & FIELD DIGITAL NOW AVAILABLE!

Add a Digital Trap & Field subscription when you renew or become a new member!

PHOTO #1

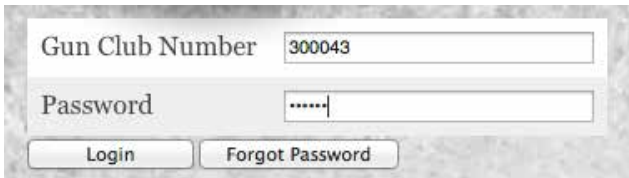


GUN CLUB LOGIN

The Gun Club Login can be accessed by going to www.shootata.com and hovering over "Club Resources". The last option of the drop down menu is "Gun Club Login". (PHOTO #1) This will prompt you to enter your Gun Club Number and password. (PHOTO #2) Once this information is entered, hit "Login".

Now that you are logged in, you've reached your personalized gun club portal. In this area, you can edit gun club details, upload titles & programs for shoots, email shoot programs, or upload trophy winners.

PHOTO #2



To edit gun club details, click "Edit" next to "Club Info". (PHOTO #3) From here, you can edit any of your gun club details, such as web address, trap fields, hours, etc. Once you have updated any details, hit "Save" next to "Club Info". (PHOTO #4) This will now save the changes in this portal, and on your gun club's page of www.shootata.com.

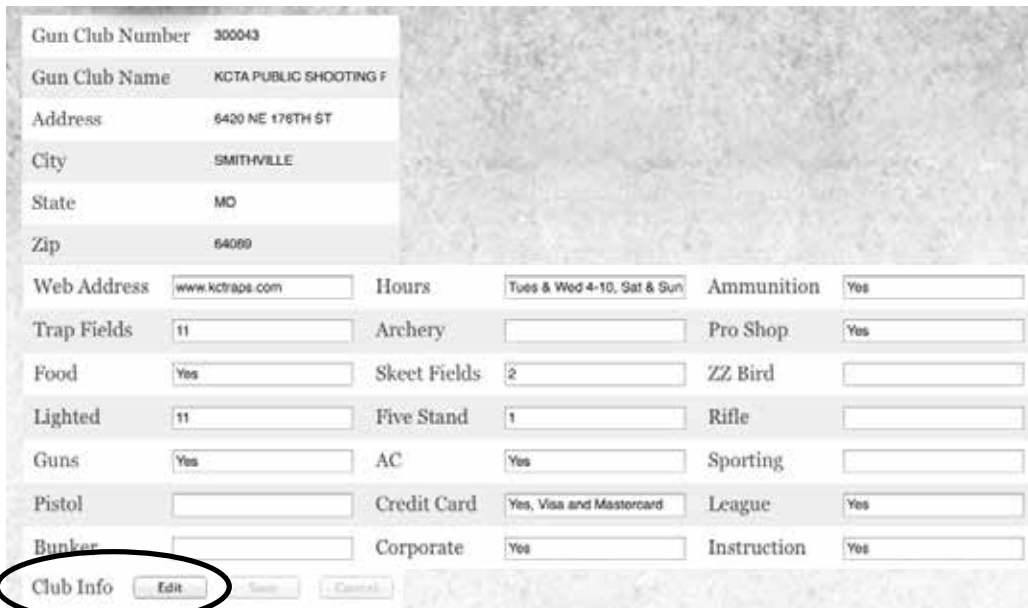


PHOTO #3

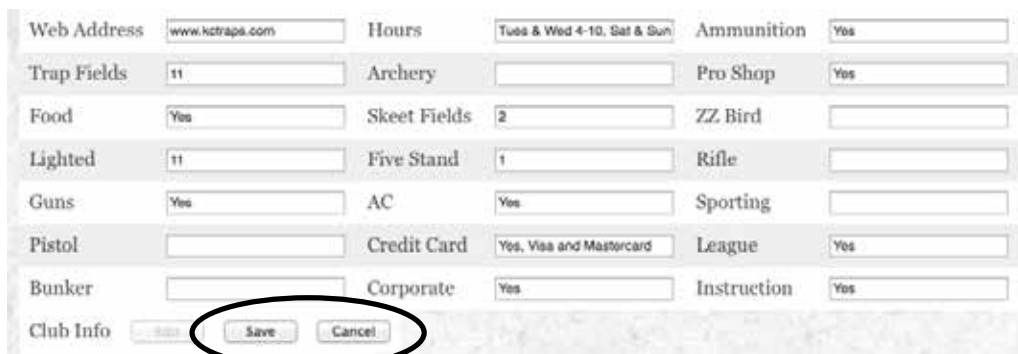


PHOTO #4

REGISTERED SHOOT HANDBOOK

To upload shoot names & programs for shoots, hit "Edit" next to "Shoots". (PHOTO #5) To add or edit shoot names, go to that shoot, and type in the area provided, or edit names that are already there. If you are done in this area, be sure to hit "Save" next to "Shoots". If you would also like to add programs at this time, select "Choose File" next to the shoot's name. This will then bring up a prompt to browse for your designated file. Please note, this file must be uploaded as a single .PDF file. Once you have chosen the file, it will show a "📄" as shown. (PHOTO #6) If you are finished at this time, please hit "Save" next to "Shoots".

PHOTO #5

Date	End Date	Shoot Name	Upload Programs	Upload Trophy Winners	7 days	14 days	21 days	Email Radius-Miles
08/29/2014	09/01/2014	<input type="text"/>	Choose File	✗ Choose File	✗ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	25 ▾
09/13/2014	09/14/2014	<input type="text"/>	Choose File	✗ Choose File	✗ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	25 ▾
10/12/2014		<input type="text"/>	Choose File	✗ Choose File	✗ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	25 ▾
10/19/2014		<input type="text"/>	Choose File	✗ Choose File	✗ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	25 ▾

To email shoot programs to area shooters, hit "Edit" next to "Shoots". Once a program is uploaded, you now have the option to email the program to shooters in a specific radius 7, 14, and/or 21 days prior to the shoot. To do so, please choose which options you would like to email the program out with. You can choose one, two, or all 3 option(s). Next, you need to choose what radius you would like the emails sent to. The miles range from 25-350 miles. Once this is chosen, please hit "Save" next to "Shoots".

PHOTO #6

Programs or Results must be uploaded as a single .pdf file. If file is not in .pdf format please open in an MS OFFICE program and select File > Save As ... and save file as a .pdf file

Date	End Date	Shoot Name	Upload Programs	Upload Trophy Winners	7 days	14 days	21 days	Email Radius-Miles
09/12/2015	09/13/2015	<input type="text"/>	Choose File	✗ Choose File	✗ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	25 ▾
10/11/2015		Autumn Handicap	Choose File	✓ Choose File	✗ <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<div style="border: 1px solid gray; padding: 2px;"> <input checked="" type="checkbox"/> 25 <input type="checkbox"/> 50 <input type="checkbox"/> 100 <input type="checkbox"/> 150 </div>

After the shoot, you have the option to upload trophy winners. This process is very similar to uploading programs, however, you choose the 2nd "Choose File" option listed under "Upload Trophy Winners". Please note, this file must be uploaded as a single .PDF file. Once you have chosen the file, it will show a "📄" as mentioned before.

BAD CHECK PROCEDURE

Association Official Rules for the conduct of Registered Trapshoots (reprinted October 2015). See most current ATA Rule Book for updated information.

SECTION XII, Rule C., page 41

C. SUSPENSIONS, EXPULSIONS, AND REINSTATEMENT

1. The Executive Committee may at any time at its discretion suspend any member or discipline shoot management for any conduct specified in Rule XII, B., 1., and/or anyone who:
 - a. presents a check at any shoot for fees and targets, or has or allows his/her fees and targets to be paid by such check, that is returned or dishonored for insufficient funds or any other reason. Further, any person who presents such a check more than two (2) times shall be automatically suspended for a period of one (1) year. Suspension shall be timed after reimbursement is made. The Executive Committee may designate authority to the Executive Director to suspend any member for presentation of dishonored checks, on first and second offenses, until the gun club where the check(s) were written has been reimbursed and the reinstatement fee has been paid. Clubs receiving such a check shall report the name and address of the shooter or individual issuing the check to the ATA along with a copy and a statement that the check was for registered targets and/or fees. After having been reimbursed the club MUST immediately inform the ATA so that reinstatement proceedings may be initiated. Any ATA member who has been suspended for presenting a check that is returned for insufficient funds or other causes and becomes eligible for reinstatement shall be required to pay the sum of \$25.00 to the ATA as a reinstatement fee. This fee must be paid before reinstatement will be considered; or
 - b. falsifies his/her scores; or
 - c. fails to have his/her Average Card properly punched for earned yardage or fails to report earned yardage at the time of registration as contained in the Official Rules; or
 - d. fails to return any overpayment after proper notification; or
 - e. is convicted of any offense or subject to a court order which makes it unlawful for the individual to purchase, own, possess, or have in his/her custody or control any firearm; or
 - f. willfully, deliberately, or repeatedly violates the Rules of the ATA as contained in the Official Rules; or
 - g. encourages, participates in or allows a willful rule violation by any minor of which he/she is parent or for whom he/she is acting as legal or actual guardian, either temporary or permanent. For purposes of these Rules only, a "minor" shall mean a person who has not attained his or her 18th birthday, and "guardian" shall mean a person who has actual physical custody or control of a minor, either temporarily or permanently and custody or control for the purpose of attending a single registered trapshooting tournament shall satisfy that definition of "guardian" for the purpose of enforcement of this rule only; or
 - h. engages in conduct or behavior, which constitutes cause for suspension in the opinion of the Executive Committee.
2. A member who is suspended for any reason is barred from shooting ATA targets or otherwise participating in ATA activities for the period of his/her suspension.
3. If the Executive Committee feels the violations warrant suspension for longer than three (3) years, or expulsion, the member shall have the right of appeal if he/she complies with the terms and provisions of the By-Laws of the Amateur Trapshooting Association.
4. If new information, testimony or evidence is submitted to the Executive Director following a suspension decision by the Executive Committee, the decision may be reconsidered by the Executive Committee. The additional information, testimony or evidence must not have been present in any form during the initial suspension investigation. The Executive Director must forward the information to all Executive Committee members and a decision to reconsider must be made no later than 14 days after submission. The decision to reconsider must be affirmed by unanimous consent of the Executive Committee. If the decision to reconsider is unanimous, the zone Vice President will review the new evidence and submit a revised recommendation to the Executive Committee for a vote. All suspension procedures in regard to time limits and voting shall then apply.

5. INVESTIGATING COMPLAINTS

The procedure for investigations of complaints of any Rules violation, including those that may result in suspension or disciplinary action, is as follows:

- a. All complaints of ATA Rule(s) violation(s) shall meet the following requirements:
 - (1) Shall be in writing and shall be signed by the complainant(s). Verbal or anonymous written complaints will not be accepted or considered.
 - (2) Shall be dated with the effective date that the complaint is made, and shall contain the exact date(s) of the alleged Rule(s) violation(s) in the statement

of facts upon which the complaint is based.

- (3) Specific Official Rule(s) alleged to have been violated shall be stated if known by the complainant.
 - (4) Full details of the incident(s) upon which the complaint is based must be made, and must include a statement of facts sufficient to describe the incident upon which the complaint is based, and sufficient to establish that violation(s) of Official Rule(s) occurred.
 - (5) The location and name and address of the gun club where the alleged violation occurred must be stated, and if a violation of Rule XII, B., 1. is alleged then the exact location of the violation(s) must be described.
 - (6) Names and addresses of any witnesses to the alleged violation(s) must be stated.
 - (7) A complaint may only be made by an ATA life or annual member in good standing on the date the alleged violation(s) occurred, or by a gun club in good standing where the alleged violation(s) occurred and signed by an authorized officer or director of the gun club.
- b. All complaints of violation(s) of ATA Official Rules must be made within thirty (30) days after the date on which the alleged violation(s) occurred. In the event a claim is made, or a defense is raised that a complaint was not timely made, the earliest of the following dates shall control:
- (1) The date of receipt by the ATA Executive Director or other ATA Official as designated by Corporate Resolution; or
 - (2) The date of postmark of the envelope in which the complaint was transmitted; or
 - (3) The date of transmittal to the ATA Executive Director [supra- Throughout these Official Rules and/or By-Laws, the reference to Executive Director shall include any other ATA Official that has been legally authorized by appropriate Corporate Resolution to fulfill the responsibilities and/or duties herein impressed] by any electronic media, provided, that a hard copy showing date of transmittal can be printed, and provided further that the original signed complaint and hard copy of proof of electronic transmittal are mailed or delivered to the ATA Executive Director on the same date transmitted.
- c. All complaints shall be sent or delivered to the ATA Executive Director at the ATA Main office, and any statement of procedure in any previous Rule stating otherwise is void and of no effect. Upon receipt of a written complaint the ATA Executive Director shall:
- (1) Cause each complaint to be assigned a number, consecutive to the last complaint received in order of receipt, and consisting of the year of receipt and consecutive number of receipt, e.g. 99-01, 99-02, etc.
 - (2) Examine the complaint to determine it substantially complies with the requirements set forth herein.
 - (3) If the Executive Director determines that the complaint alleges a serious breach of safety he/she shall immediately notify the ATA President of the alleged violation. The President, after consideration of the allegation, may direct the Executive Director to issue an administrative suspension of the member pending inquiry and action by the Executive Committee as set forth herein. While under administrative suspension a member may not participate as a contestant in any ATA registered events and/or tournaments. Notification of administrative suspension shall be by certified mail, return receipt requested or personal delivery.
 - (4) If the Executive Director determines that the complaint substantially complies with the requirements herein, he/she shall mail the complaint to the ATA State or Provincial Delegate representing the State or Province in which the alleged violation occurred, with instructions to proceed as required in accordance with ATA Official Rules.
 - (5) If the Executive Director determines that any of the following conditions exist:
 - (a) The complaint is directed against the ATA State or Provincial Delegate representing the State or Province in which the alleged violation occurred; or
 - (b) The Delegate has an obvious conflict of interest; or
 - (c) The Delegate recuses himself/herself, He/She shall assign the investigation to the Alternate Delegate(s) in succession. If one of the conditions described in (5.), (a.), (b.), or (c.) exist as to all available Alternate Delegates, then the Executive Director shall promptly notify the ATA President. Within ten (10) days after the receipt of such notification, the ATA President shall contact each voting member of the Executive Committee and, based on the majority vote of the Executive Committee, shall instruct the Executive Director who shall be assigned to conduct the investigation. In the event the person so assigned shall be unable or unwilling to conduct the investigation the ATA President shall repeat this procedure until an individual has been selected to conduct the investigation.
 - (6) If the Executive Director determines the complaint does not substantially comply with the requirements set forth herein, he/she shall return the complaint to the complainant with a letter informing the complainant of the reason(s) why the complaint does not comply with these Official Rules. Any defective complaint may be resubmitted at the option of the complainant, however, the time limit specified in Paragraph 4.b., above, is not extended and the time limitation is not tolled by this procedure.

- d. After receipt of the complaint from the ATA Executive Director, the Delegate or individual appointed to conduct the investigation shall serve written notice of the complaint and a copy of the complaint on the alleged violator, by certified mail, return receipt requested or personal delivery. The written notice shall state the date and location of the alleged violation(s), the acts alleged to have occurred, the Official ATA Rule(s) alleged to have been violated, and shall inform the alleged violator that a written response is required within fourteen (14) days of receipt of the notice. A copy of the notice and a copy of the complaint, along with copies of any other documentation that is in the possession of the Delegate or individual appointed to conduct the investigation at that time, shall be sent to the Vice-President of the Zone in which the alleged violation occurred. The Delegate, Alternate Delegate or individual appointed to conduct the investigation shall thoroughly investigate the allegations of the complaint and shall obtain witness statements in writing, signed by the witness(es), whenever reasonable, possible, or practicable.
- e. Upon receipt of any answer from the alleged violator, or if no such answer is received within fourteen (14) days after his/her receipt of the notice, or immediately upon receipt of notice of non- acceptance if the alleged violator refuses to accept the certified mail, the Delegate, Alternate Delegate or individual appointed to conduct the investigation shall confer with such State officers as deemed necessary, and shall, in writing, recommend appropriate action to the Zone Vice- President. The entire file, including the return receipt or notice of refusal, and any response(s), answer(s), statement(s) or other documents relating to the complaint or investigation not previously sent or provided shall be delivered to the Zone Vice-President at the time the Delegate, Alternate Delegate or individual appointed to conduct the investigation makes his/her recommendation. Action recommended shall be specific, and shall not be general or left to the discretion of the Zone Vice-President or Executive Committee.
- f. The Zone Vice-President, upon receipt of the recommendation(s), shall review the entire file, and after receipt shall write his/her own recommendations, with supporting facts, to all members of the Executive Committee. Each member of the Executive Committee will be provided a complete copy of the file and all recommendations accompanied by an ATA Official Ballot.
- g. All members of the Executive Committee shall, after their receipt of the Zone Vice-President's recommendations, advise the ATA President of their agreement or disagreement with the recommendations of the Zone Vice- President, or any modification thereof. All Official notifications required under Section XII, C., 4., Subsections (e), (f), and/or (g), herein, may be effected by utilizing the Official Ballots as supplied or, in the alternative, scheduled for an adjudication hearing during any special or regularly scheduled meeting (teleconference or otherwise) of the Executive Committee, time requirement(s) permitting, subject to Section XII, C., 4., I.
- h. After receipt of notice of agreement or disagreement from each member of the Executive Committee, or modifications approved by a majority of the Executive Committee, the ATA President shall cause reasonably prompt and appropriate action to be taken in accordance with the majority vote of the Executive Committee. Suspensions and/or expulsions made under this section shall conform to the applicable provisions pertaining thereto as fully set forth in the Articles of Incorporation and By-Laws of the Amateur Trapshooting Association.
- i. Any time requirement set forth in this Rule may, for good cause, and after written request of a Zone Vice-President, be extended by the President or his/her designate.

6. REINSTATEMENT

Any ATA member who has been suspended for any reason must pay a \$25.00 fee to the ATA when his/her period of suspension is completed or when, in the case of returned checks, he/she has reimbursed the club where the check was written. This fee must be paid before reinstatement.

OVERPAYMENT PROCEDURE

A member at a registered shoot who has been overpaid on any purse, added money, option, or other awards, upon notification by the gun club, must return the overpayment within 15 days.

Failure to do so will result in suspension from all registered shoots following the same procedure as listed for bad checks.



The official youth program of the

Amateur Trapshooting Association

THE BASICS

AIM Operations Handbook: All rules and regulations regarding AIM can be found in our AIM Operations Handbook. You can download a copy of this by visiting www.aim4ata.com, or you can request a copy to be mailed to you by emailing aim@shootata.com.

AIM Events: AIM events give shooters the opportunity to participate in local, regional, and national competitions. AIM events include Monthly Shooting Events (MSE's), the Online Zone Championship, AIM State Shoots, the Handicap Championship, and AIM Grand Championships. All AIM Event dates and details can be found by following the "Shoots" link on www.aim4ata.com.

Gun Club Requirements: Gun clubs do not have to do anything outside of their normal duties when AIM shooters are competing at their clubs. To compete in AIM, shooters can go to any registered club in a designated time frame (found on www.aim4ata.com). We then pull these scores automatically from the gun club's shoot report. Scores for each AIM event are posted on the "Shoots" page of www.aim4ata.com.

Membership Fees: The total fee for any eligible ATA member to participate in AIM is \$25. ATA annual membership for those 22 and under is \$12 and AIM membership is \$13. All AIM membership fees are applied to AIM program costs (awards, scholarships and promotion of youth shooting). All AIM members are eligible to participate in any ATA registered event or

tournament, including the Grand American, throughout the year.

Categories: For new ATA members who are also joining AIM, categories are based off of their age on the day they join. Categories for existing ATA members, whether joining AIM for the first time or renewing, are based off of their age as of September 1st, the first day of the target year. Categories for new ATA members are based off their age the day they join the ATA.

CATEGORY	AGE RANGE
Pre-Sub	Age 11 and Under
Sub-Junior	Age 12-14
Junior	Age 15-17
Junior Gold	Age 18-22

INFORMATION TO PASS ON

Coach Requirements: All coaches involved with AIM participants are required to display the highest level of sportsmanship, integrity and conduct, both on and off the field. Above all else, coaches are responsible for ensuring the safe and responsible use of firearms. To find out more about coaching, please follow the "Coaching" link on www.aim4ata.com.

AIM Annual Teams: All AIM Annual Teams will be based on AIM membership and the total number of members in the category/zone/state. AIM All-Stars are the highest level of shooting recognition, followed by All-Zone, then All-State.

Requirements to make these teams can be found on www.aim4ata.com or in the AIM Operations Handbook.

Scholarships: Yearly scholarships will be awarded to eligible members. ATA Scholarships will be given out in Academics, Integrity, & Marksmanship. Additional Scholarships include the ACUI Scholarships, NRA Scholarships & Trapshooting Hall of Fame Scholarships. Detailed information about all scholarships can be found on www.aim4ata.com or in the AIM Grand Championships program.

Insurance Statement: "AIM" has been added as an additional name insured on ATA's policy and is afforded the same liability protection as is currently in effect for all of the other approved ATA entities and activities. For more information, please call Sportsman's Insurance: (800) 925-7767

WHO WE ARE

AIM's Focus: Members of AIM will enjoy the thrill of shooting registered competition on a level playing field as an individual and/or as a team. The purpose of AIM is to provide a safe and positive experience with firearms and registered trapshooting for youth, elementary school through college age. AIM encourages good sportsmanship and personal responsibility through competition while establishing the foundation to make trapshooting a lifelong avocation.

National Governing Body: The Amateur Trapshooting Association (ATA) is the official governing body of the sport of Trapshooting. Founded in 1889, the ATA is the "faithful protector" of the sport of trapshooting and as such governs the sports' rules and regulations. The ATA also seeks means to enhance the sport

while stimulating growth and participation. The ATA provides trophies, financial assistance and event management to support state and provincial associations. In addition to the many services and perks the ATA offers to its members such as scores published in the Official Magazine of the ATA, Trap & Field, and online tracking of scores via www.shootata.com; the ATA hosts the largest shooting event of its kind, the Grand American World Trapshooting Championships. The ATA believes that their role as the **National Governing Body of American Style Trapshooting** instills an obligation to promote a premier program for the development and recognition of young trapshooting athletes everywhere.

Official Rules: ATA Rules will govern the AIM Program, unless otherwise noted. It is the responsibility of coaches and participants alike to be familiar with all aspects of the ATA Rule Book. All teams are encouraged to be comprised of local shooters from the same club, school, organization, or group. A qualified coach or adult must be present while athletes are on the field during practice or competition. It is the responsibility of the coach to ensure that all applicable laws within their jurisdiction are complied with.

CONTACT AIM

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Sparta, IL 62286
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www.aim4ata.com

TIPS ON MARKETING YOUR SHOOTS

1. Use the ATA's Gun Club Login to email your shooters up to three times in advance of the shoot.
2. Prepare a printed or digital program for the shoot at least three weeks in advance and have it available at your club and on the ATA website.
3. Rather than just stating that trophies will be given, provide a description of the trophies that you plan to award.
4. Exchange programs with other clubs in the area for availability or for their bulletin board.
5. Post a thread on trap shooting websites promoting your shoot - it's usually free.
6. Post your winners to the ATA website and to TRAP & FIELD. It's free and people like seeing their name in print.
7. Make them want to come back. Throw legal breakable targets, have tasty selections at the snack bar and have a clean and orderly clubhouse.
8. Emphasize friendly customer service to all staff members from the scorekeepers to the counter help.
9. Start the shoot on time and keep it moving.
10. Check out the NSSF and NRA resources for gun clubs and gun ranges. You might be surprised what you find out!