



PRIVATE GROUPS

Archery is a fun, challenging and unique sport. Here at Conejo Valley Archers, we have hosted many varied groups including Boy & Girl Scout Troops, church/temple, senior citizen groups, private birthday parties and team building events.

Our range is located in the heart of the mountains of Tapo Canyon Park in Simi Valley. You can enjoy nature at its best at our rustic archery range under the expert guidance of our US Archery trained and certified coaches. and Instructors!

We offer private parties after our Saturday Public Open Sessions only. Due to the large crowds we normally experience during our regular morning sessions, we cannot accommodate groups until 1:00 p.m.

To assure a fun and safe environment for the Public program, the focus of our coaches must be directed towards providing sufficient attention to these participants. Our Saturday Public Session is for families and individuals only. Our Private Group time is for all others. This way you will have adequate table space for your party and will be provided the personal and individualized attention required for a safe and fun archery experience for your group only.

We can offer only one private party per Saturday, so it is suggested you book 2-4 months in advance.

All participants must be 8 years of age or older.

This information will help to create an incredible archery experience for your entire group!

KEY THINGS TO REMEMBER WHEN PLANNING YOUR PRIVATE PARTY!

- Private Parties are held only on Saturdays from 1- 3 p.m., after our Open Public Session. You have the range for two hours. Participants should arrive by 12:45 p.m.
- Cost is \$120.00 minimum fee, for up to 12 guests, each additional guest is \$10.00 each.
- A \$50.00 deposit will be required to secure your party date.
- Party Packets contain Liability Waivers and Medical Release Forms which must be read and signed by parents before you and your guests come to the range.
 - **Liability Waivers** must be filled out and signed before shooting on the range. We require one (1) waiver for every person who will be participating.
 - **Medical Release Form** should be filled out and signed for any person under the age of 18 whose parent or guardian will not attend the party. Scout groups that carry their own medical releases do not need these forms.
 - Also Included in the Party packets are the Range Rules, Parking Info and Special Needs Directive which must be reviewed by all participants.
 - Party Favor info included in packet, please ask coordinator for more information.
- Remember to book your party well in advance, as we sometimes book months in advance. If we have a waiting list for a certain date, we will contact you as soon as possible if that dates opens up.
- If you are planning to camp at the park the day of your event, make sure to check our available dates first, as we have fewer dates open.

Please contact us if you need any further information or you can always visit us for more information, any Saturday, during our regular Public Open Session Program, from 9 a.m. till 1 p.m.

We look forward to meeting you!

- 1) Decide on a date for your party and contact the Party Coordinator to verify availability of that date. A \$50.00 deposit must be received to reserve that date.
- 2) Enclosed you will find a Liability Waiver form, a Medical Release form, our Special Needs Directive, Parking Info, Range Rules and Party Favor info.
- 3) Make one copy of each for each participant. Medical forms are only needed for anyone under 18, whose parent will not be present during the party and will have a guardian during the event.
- 4) Make sure that all participants (parents) read all of the information!
- 5) Call your coordinator **one week** before your date to give a **final** attendee count and if you need favors to be prepared.
- 6) Call back date _____ Party Date _____
- 7) We accept personal check or cash. Final payment for your party will be due at the end of your party.
- 8) All attendees should arrive by 12:45pm

Recommendations:

- Wear closed toes shoes.
- Start hydrating BEFORE you come to the range.
- Wear sunscreen – hats are good but may have to be flipped around for shooting.
- Party items can be brought to the range but plan on cleanup by 3PM – a tablecloth is recommended – shade pop ups are available.
- Please bring hand wipes if serving food to your guests.

We look forward to seeing you at the range!



ARCHERY CLUB WAIVER AND RELEASE OF LIABILITY
READ BEFORE SIGNING

In consideration of being allowed to participate in any way in *CONEJO VALLEY ARCHERS INC.* events and activities, the undersigned acknowledges, appreciates and agrees that:

- 1) The risk of injury from archery and other known and unknown events and activities and/or use of the related buildings, structures, equipment, automobiles, firearms, weapons, ATV's, boats, tree stands, roads, bodies of water, land all other real and personal property whether owned by archery club or others is significant, including the potential for permanent paralysis and death, and while particular rules, equipment, and personal discipline may reduce this risk, the risk of serious injury does exist; and,
- 2) I acknowledge and agree that the use of archery equipment, firearms and other weapons by myself or others on club premises or otherwise are inherently dangerous and high-risk activities whether such archery equipment, firearms or weapons are discharged by myself or others; and,
- 3) I KNOWINGLY AND **FREELY** ASSUME ALL SUCH RISKS, both known and unknown, **EVEN IF ARISING FROM THE NEGLIGENCE OF THE RELEASEES** or others, and assume full responsibility for my participation; and,
- 4) I willingly agree to comply with the stated and customary terms and conditions for participation. If, however, I observe any unusual significant hazard during my presence or participation, I will remove myself from participation and bring such to the attention of the nearest official immediately; and,
- 5) I, for myself and on behalf of my heirs, assigns, personal representatives and next of kin, **HEREBY RELEASE AND HOLD HARMLESS *CONEJO VALLEY ARCHERS INC.***, its officers, directors, officials, agents, employees, volunteers, members, guests, other participants, sponsoring agencies, sponsors, advertisers, and if applicable, owners and lessors of real property and personal property used to conduct the events and activities ("RELEASEES"), **WITH RESPECT TO ANY AND ALL INJURY, DISABILITY, DEATH, or loss or damage to person or property, WHETHER ARISING FROM THE NEGLIGENCE OF THE RELEASEES OR OTHERWISE, TO THE FULLEST EXTENT PERMITTED BY LAW.**

PHOTO RELEASE Photographs and videos are routinely taken at archery events. I release the use of my image for the purposes of photographing or video-recording the events and promoting archery, but not for commercial purposes. With my signature, I agree that images of me that are taken at this event by or on behalf of the event organizer may be used without compensation or additional permission.

I HAVE READ THIS RELEASE OF LIABILITY AND ASSUMPTION OF RISK AGREEMENT, FULLY UNDERSTAND ITS TERMS, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT, AND SIGN IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT.

Participant's Name: (print): _____ Participant's Age (if under 18)**: _____

Participant's Signature (if over 18): _____ Date: _____

****FOR PARTICIPANTS OF MINORITY AGE****

(UNDER AGE 18 AT THE TIME OF PARTICIPATION) Must be Minimum of 8 Years Old*****

This is to certify that I, as parent/guardian with legal responsibility for this participant, do consent and agree to his/her release as provide above of all Releasees, and for myself, my heirs, assigns and next of kin, I release and agree to indemnify and hold harmless the Releasees from any and all liabilities incident to my minor child's involvement or participation in these events and activities and/or the use of related real and personal property as provided above, **EVEN IF ARISING FROM THEIR NEGLIGENCE.**

Parent/Guardian: (print): _____ Birthdate of Minor: _____

Parent/ Guardian Signature: _____ Date Signed _____

Emergency Phone Number: _____

Conejo Valley Archers Medical Release Form

One (1) form required per child

Parents/Guardians Name: _____

Full Address: _____

Home Phone: _____

Parent Contact Phone number(s) in case of emergency: _____

Authorized Emergency Contact Name _____

Address: _____

Phone #: _____

Child's Name: _____

DOB: _____ Male _____ Female _____

Physician's Name: _____

Physician Phone #: _____

Dentist Name: _____

Dentist Phone #: _____

STATEMENT of CONSENT:

In the event of an emergency or non-emergency situation requiring medical treatment, I, (parent/guardian) _____ hereby grant permission for any and all medical and/or dental attention to be administered to my child, in the event of an injury or illness, until such time that I can be contacted. This permission includes but is not limited to the administration of first aid, the use of an ambulance, and the administration of anesthesia and/or surgery, under the recommendation of qualified medical personnel.

Signature: _____ Date: _____

Recommended Insurance Information

Primary Insurance Company: _____

Group/Policy/ID #s: _____

Policy Holders Name: _____

Address: _____

Relationship to child: _____

Emergency Phone # _____

Recommended Health Information (otherwise note N/A)

Major Medical Conditions: _____

Food or Drug Allergies: _____

Prescription or OTC Drugs/dosage taken regularly: _____

General Information:



CONEJO VALLEY ARCHERS

SPECIAL NEEDS DIRECTIVE

-ALL PARENTS PLEASE READ-

In order to offer the best possible archery experience to all of our guests, and to ensure that we maintain our high level of safety standards, we respectfully request that if you have child with special needs, that you inform one of our Coaches immediately upon arrival so that we can ensure that their particular need will be addressed appropriately from the start.

Realize to us "special" can mean many things, as simple as a very shy person or someone who is afraid of loud noises, someone who may not like to be touched, or any level of diagnosed or undiagnosed conditions. We should also be notified of hearing impairments or language restrictions, to be sure that all attendees are able to thoroughly understand all safety commands.

The coaching staff must be made aware of any physical, emotional, or developmental conditions which may affect our student's ability to understand and comply with all verbal instructions, or which could unexpectedly disrupt motor skills or coordination. This is especially important for temporary or chronic conditions which may not be apparent to a lay person.

We are aware that this can be a sensitive issue and we keep all information, private and confidential. Since not all disabilities are obvious; it is sometimes difficult to distinguish between a person with a special need and a person who may be choosing to disregard our safety rules and regulations.

Here at Conejo Valley Archers we do everything possible to ensure that all of our students' safety is met with discretion, respect, and the professional attention that all of our guests deserve.

Thank you for your cooperation,
Your CVA Coaching Staff



ARCHERY RANGE RULES



1. Know and obey all range commands.
2. Arrows must remain in your quiver when off of the shooting line and then only when the command has been given to shoot (one whistle)
3. Always wear your arm guard and finger tab. Long hair or bangs must be tied back.
4. Always keep your arrows pointed down range. Shoot only at the target directly in front of you.
5. If you drop an arrow anywhere past the shooting line, leave it on the ground until you are told to get it by a Coach.
6. Only use arrows given to you by the Coaches.
7. Always WALK on the range. No horseplay.

WHISTLE COMMANDS



Two Blasts = Archers to the shooting line – arrows stay in your quiver



One blast = Begin shooting



Three blast = Walk forward to the target line and get your arrows

One **continuous blast** = **Emergency** on the range!

Stop shooting immediately, return all arrows into your quiver

Archery Range Procedures

1. Stay behind the waiting line with your bow until you hear 2 whistles
2. Approach and straddle the shooting line- ARROWS IN YOUR QUIVER
3. Wait for one whistle and begin shooting
4. After you have shot all of your arrows, step back from the shooting line, rack your bow, and stay behind the waiting line
5. Wait for 3 whistles and WALK to the target line to pull your arrows

PULLING YOUR ARROWS

- Stop at the target line
- Only one archer on a target at a time.
- Stand with hip next to bale looking at arrows.
- **Looking behind you**, pull arrows one at a time and put directly into your quiver
- Step straight back to target line and return to waiting line



PARKING INFORMATION FOR PRIVATE PARTIES

Be advised that we provide free parking for all participants of our Saturday Public Archery session and our private parties in our lower fenced in parking lot. The paved parking lot just outside the Public Session Range is allowed only by permit or by paying the \$5 parking fee at the entry kiosk of the park. Otherwise you risk fines from a Park Ranger up to \$70.

Our lot closes after your party is completed and ALL non-member vehicles MUST be removed immediately, as the parking lot gates will be locked. If you are planning to continue your party in the park area, then vehicles MUST BE MOVED out of our parking lot and into the state park and a parking fee must be paid at the front kiosk.

There is absolutely no one from your party allowed on the field range at any time. No Hiking and Dogs are not allowed on the range at any time.

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PARTY FAVORS!!!!

AWARDS!!!!

We understand how much goes into the planning of a party, team building, or award event and we want to try to lighten that load by offering gift certificates for your private party attendees. No more buying and bagging cheap dollar store items that break and get thrown away. Many of our Saturday regulars and members started as a guest at a private party event, who received a certificate to come back.

The certificates are good for one (1) free session during our Public Session, held every Saturday from 9 am to 1 pm. They do not expire. Cost is \$5 per certificate which is printed on a quality glossy paper and can be rolled with a ribbon or presented flat.

When you call back with your final number of attendees, the Saturday before your party, you can notify us of the amount needed. If you would like to add one to an existing favor bag and would like to pick them up earlier, that can also be arranged.



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