

MT. WASHINGTON ROD & GUN CLUB

RSVP Procedure – Help Us to Offer Better Events

The screenshot shows the website's home page with a navigation bar at the top. The main content area features a large blue box for the 'Club 100 Yard .22 Rimfire Rifle Match - Saturday, May 14th @ 9:00 am'. Below this, there is a section titled 'Help Us Plan and Organize Better Shooting Events: Click here to view the RSVP Procedure'. To the right, there is a 'Details' section with fields for Date, Time, Cost, and Event Categories. Below that is an 'Organizer' section with the name 'Victor Carlson - Director of Rifle Activities' and an email address. At the bottom, there are links to 'Add to Google Calendar' and 'Add to iCalendar'.

Click on the Event on the Home Page or Event Calendar to open the RSVP page for that Event.

1. Please remember to RSVP for yourself and an additional RSVP for each of your guests! (Guests are permitted to participate at the discretion of the Event Director and Club officers. All members and guests must participate in a range safety orientation before the event. This is required by the AGC.)
2. If you are bringing a guest, both you and your guest must arrive at least 15 minutes prior to the event for a mandatory safety briefing. Range Safety briefings will NOT be done after the beginning of the event.
3. Do NOT list more than 1 person for each entry (even though the system will allow this, we need a single entry for each member and each guest) We use this data for required record keeping and to facilitate emails to those attending should the need arise. It is also crucial when we are planning a cook-out or similar function as part of the event.
4. Register guests in the same manner as yourself as a Club member and identify the person as your guest by adding your last name in parenthesis after your guest's name. Input your guest's email address.

Example:Name: John Wayne (your last name in parenthesis after your guest's first and last name)

Email: johnwayne@hollywood.ca

IMPORTANT NOTES:

You do NOT need to RSVP as "going" more than one time.

If you have already done an RSVP as "going" and find you cannot attend:

1. Click on the event RSVP link and do a "not going" entry for yourself
2. Do the same for each person in your party.
3. This tells the director for that Shooting Event who will not be joining us.