



# Registration Guide for Tennessee SCTP Teams

Updated 8/1/2023

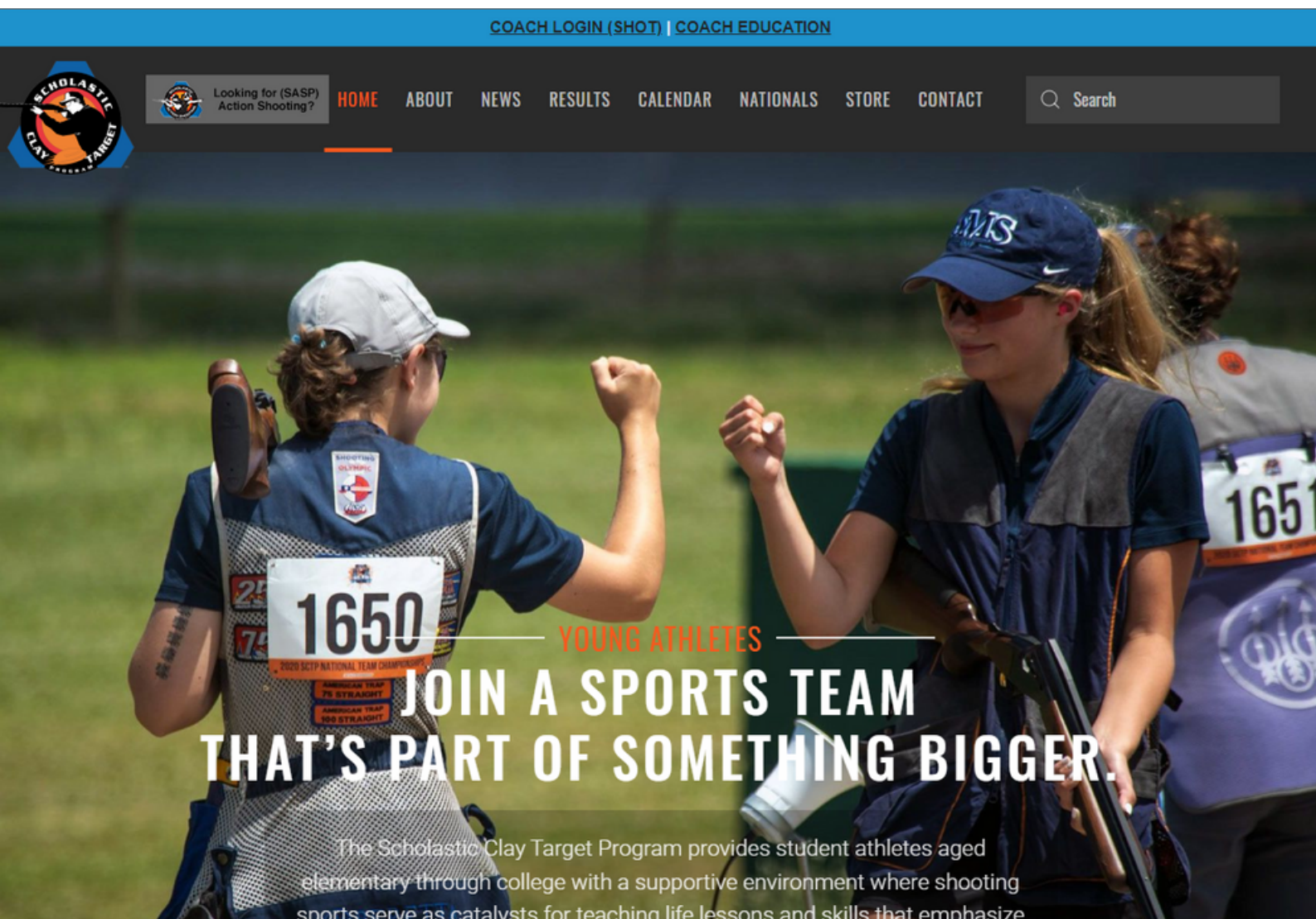


# Table of Contents

Accessing SHOT.....	3
Logging on to SHOT.....	4
Navigation Menu.....	5
Team Page.....	6
Gathering Athlete Information.....	7
Athlete Information Template.....	8-9
Athlete Page.....	10
Identification Numbers.....	11
Athlete Classification.....	12
How to Retire Athletes.....	13
Coach Page.....	14
Background Checks.....	15
Fees Page.....	16
2023 Fees.....	17
Paying By Check.....	18
Pre-Building Squads.....	19-20
Shoots.....	21
Event Registration Sandbox.....	22
Tennessee SCTP Paperwork.....	23-28
National SCTP Forms.....	29
Registration Checklists.....	30-32
Frequently Asked Questions.....	33-34

# Online Registration

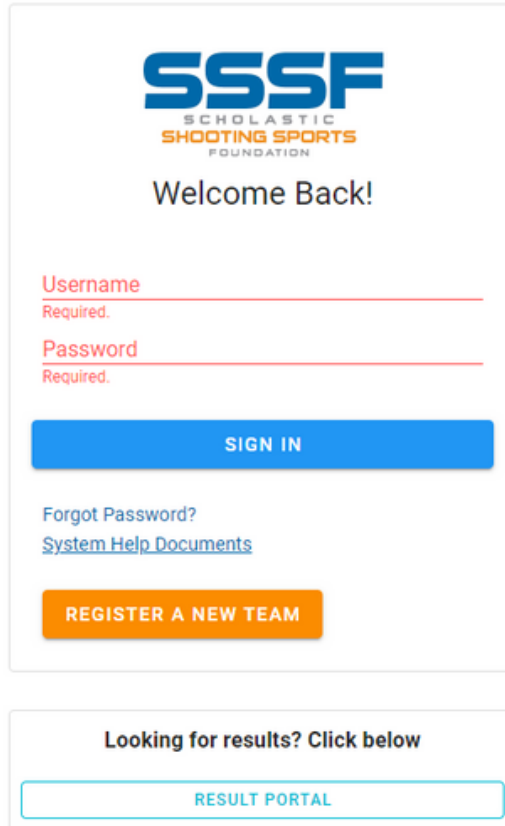
To access the SSSF SHOT Registration site, visit [mysctp.com](https://mysctp.com)



Click the link for "Coach Login (SHOT)" on the blue banner at the top of the screen, or bookmark this direct link on your browser:

[app.sssfonline.com/login](https://app.sssfonline.com/login)

# SHOT Home Page



The screenshot shows the login interface for the Scholastic Shooting Sports Foundation (SSSF). At the top is the SSSF logo, which includes the text 'SCHOLASTIC SHOOTING SPORTS FOUNDATION'. Below the logo is a 'Welcome Back!' message. There are two input fields: 'Username' and 'Password', both marked as 'Required.' with red text. Below these fields is a blue 'SIGN IN' button. Under the button are two links: 'Forgot Password?' and 'System Help Documents'. Below the links is an orange 'REGISTER A NEW TEAM' button. At the bottom of the main form area is a section titled 'Looking for results? Click below' with a light blue 'RESULT PORTAL' button.

**SSSF**  
SCHOLASTIC  
SHOOTING SPORTS  
FOUNDATION

Welcome Back!

Username  
Required.

Password  
Required.

**SIGN IN**

[Forgot Password?](#)  
[System Help Documents](#)

**REGISTER A NEW TEAM**

Looking for results? Click below

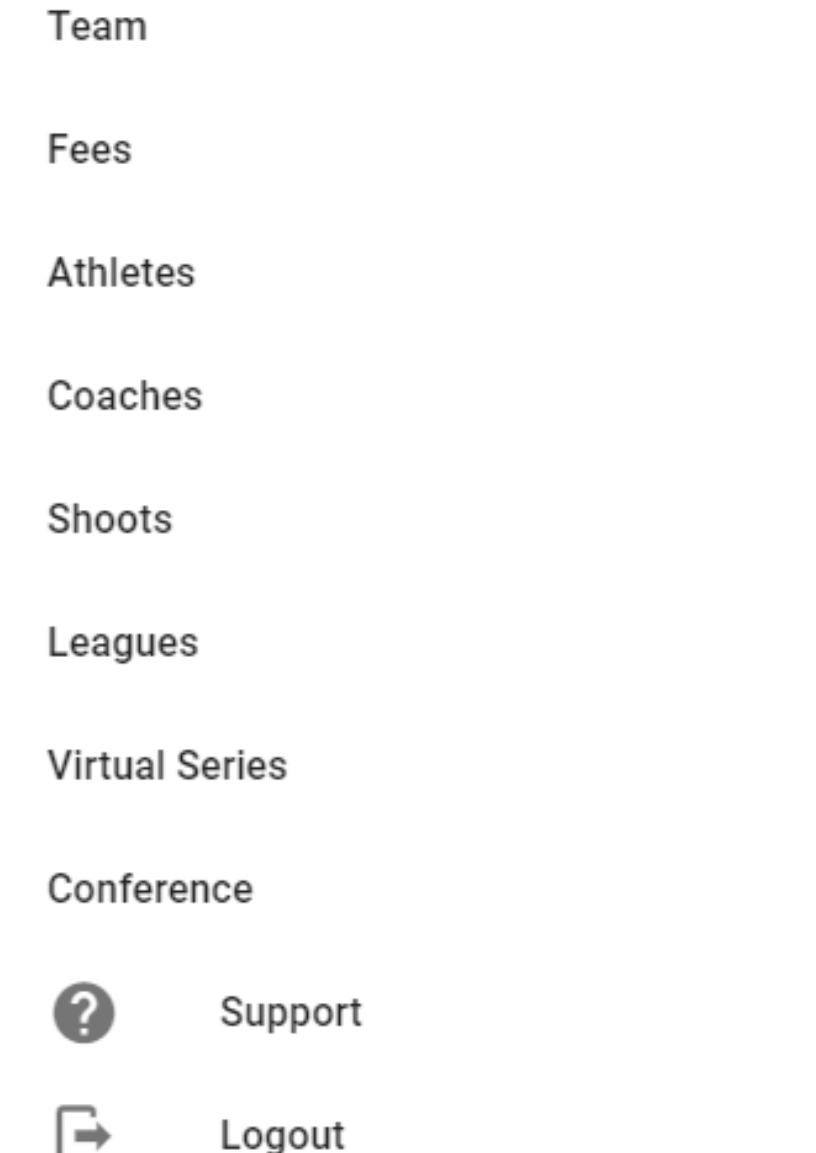
**RESULT PORTAL**

The page above is what you will see when you access [app.sssfonline.com/login](http://app.sssfonline.com/login).

Make sure you log in with your **username**, not your email address.

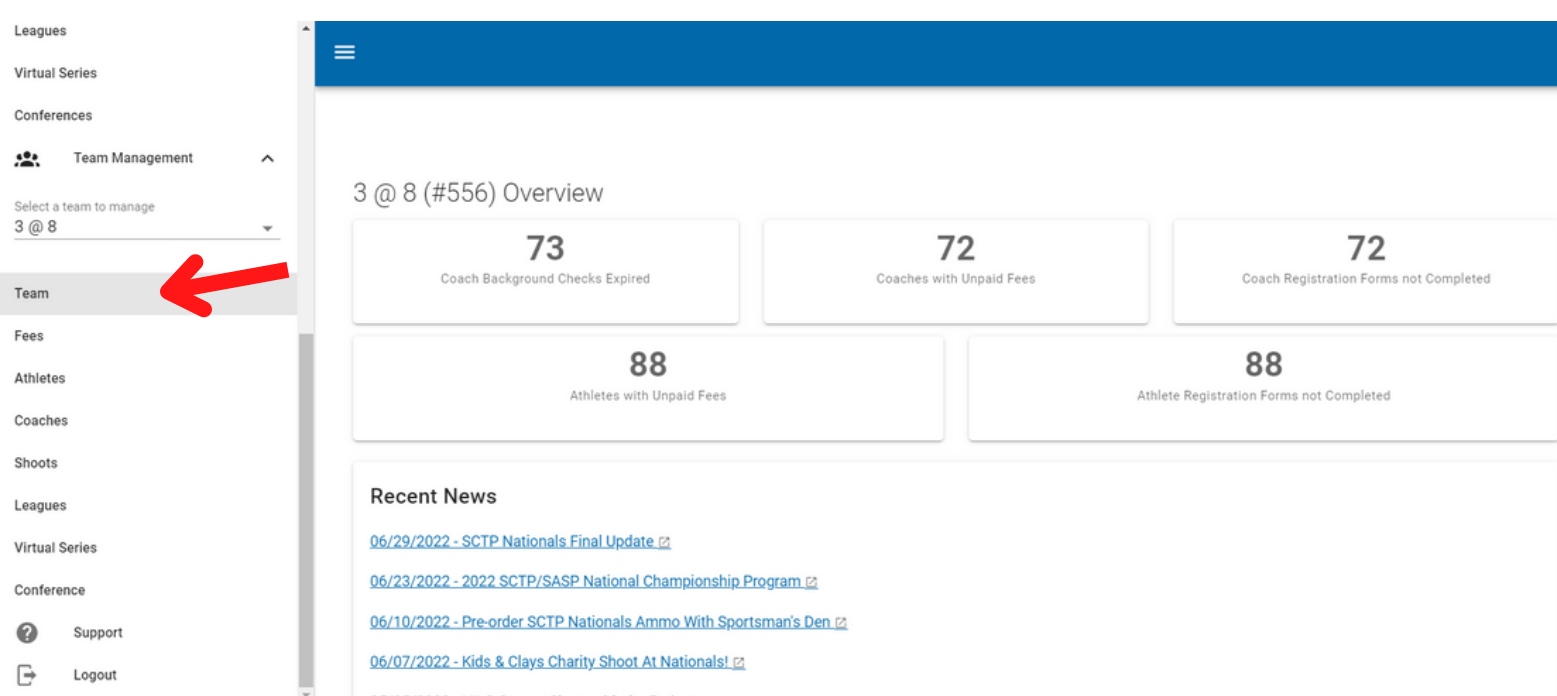
If you are unsure what your username is, email [atone@tnwf.org](mailto:atone@tnwf.org)

# Navigation Menu



A navigation menu should appear on the left side of your screen. If you are working on a smaller screen and this menu does not appear, click the three white lines on the blue banner on the top of your screen to open the menu.

# Team Page



The Team page acts as a dashboard for coaches. The 5 boxes on top of the screen help teams easily see what documents are missing and how many athletes/coaches still have unpaid fees.

Below the boxes, you can find news from National SCTP along with additional information to add for your team. At the bottom of the "Team" page, you will see a "Squads" box. Page 19 of this document will go into more details about adding squads.

If your home range is not listed, email details to [atone@tnwf.org](mailto:atone@tnwf.org).

# Gathering Athlete Information

Coaches should gather information for all new and returning athletes to ensure the most current data is added to your athlete roster. The next two pages are a Athlete Information template that can be printed for parents/guardians to fill out to ensure teams have all the information required for an athlete to participate in Tennessee SCTP.

# Athlete Information



Team Name:

Athlete Name:

Address:

City, State & Zip Code:

School Currently Attending:

Grade Level:

3rd 4th 5th 6th 7th 8th 9th 10th 11th 12th College

Graduation Year:

Gender:

Date of Birth:

T-Shirt Size:

S M L XL 2XL 3XL 4XL

TWRA ID# (located on card):

Date of Hunter Education Completion:

Parent/Guardian Name:

Parent/Guardian Email:

Parent/Guardian Phone:



If you are a member of any of the following National Governing Bodies, provide your memberships numbers:

ATA:

NSSA:

NSCA:

USA Shooting:

---

**TO BE FILLED OUT BY COACHING STAFF:**

Disciplines athlete will be shooting:

Trap

Skeet

Sporting Clays

Classification:

Rookie

Intermediate Entry

Intermediate Advanced

Junior Varsity

Senior Varsity

Collegiate

# Athletes Page











Athletes - 3 @ 8 (SCTP)

ADD ATHLETE

ACTIVE RETIRED

VIEW EMAILS

EXPORT

ID	Name	SCTP Payment	SCTP Form	Actions
88995	Joey Adams	Not received	Not received	
70535	Marvin Andrews	Not received	Not received	
87457	Mark Beasley	Not received	Not received	
36984	Joe Bob Briggs	Not received	Not received	
55932	John Doe	Not received	Not received	
82838	Amy Hall	Not received	Not received	
10502	Wilks Halladay	Not received	Not received	
10503	Hannah Houston	Not received	Not received	
82825	Taylor Martin	Not received	Not received	
70771	Sam Brown	Not received	Not received	

The Athletes Page houses the team roster for both Active and Retired athletes. To show an athletes information, click their name and the profile will expand. Please make sure all the fields are filled out correctly.

# Athletes Page: Identification

## IDENTIFICATION

SSSF ID 88995	State ID#	ATA Number 1854747	NSSA Number 259656
NSCA Number 664139	USAS Number		

At the bottom of an athlete's profile, there are several spots to enter Member ID numbers for other shooting sports organizations. If your athletes are members of ATA, NSSA, NSCA or USA Shooting, please include their membership ID# in the appropriate box.

### **What is the State ID#?**

This is the athlete's TWRA ID#, which is required for all Tennessee athletes. To find an athlete's TWRA ID# or create an account, parents can use this link:

<https://license.gooutdoorstennessee.com/Licensing/CustomerLookup.aspx>

# Athletes Page: Classification

An athlete's "SCTP-A" Classification will need to be updated every season. Here is a quick guide for classifications!

<u>Graduation</u>	<u>Current</u>	<u>SCTP-A</u>
<u>Year</u>	<u>Grade</u>	<u>Classification</u>
2024	12th	Sr. Varsity**
2025	11th	Sr. Varsity**
2026	10th	Sr. Varsity**
2027	9th	Jr. Varsity
2028	8th	Int. Adv.**
2029	7th	Int. Adv.**
2030	6th	Int. Entry
2031	5th	Rookie
2032	4th	Rookie
2033	3rd	Rookie

\*\* It is possible for Class of 2024-2026 to be Jr. Varsity, and Class of 2028-2029 to be Intermediate Entry if it is their first year in the program

# Athletes Page: How to Retire Athletes

← Joey Adams - #88995

SAVE



No consent form on file. Please have the athletes parents sign the form. You can email the form by [clicking here](#)

SCTP Form:  
**Not Received**

Created:  
08/24/2022

SCTP Payment:  
**Not Received**

Updated:  
01/06/2023

To retire an athlete from your active roster, click the athlete name to expand their profile. Click the three dots at the top right of the screen and select "Retire Athlete". Your roster will be updated and the athlete will now appear in your "Retired Athlete Roster"

# Coaches Page

The Coaches Page will show the team's full coach roster in the same format as the athlete roster.

Role	Background Date	SCTP Payment	SCTP Form
Assistant Coach	Not Completed	Not received	Not received
Head Coach	01/04/2023	Not received	09/09/2022
Assistant Coach	05/06/2022	Not received	12/04/2022
Assistant Coach	Not Completed	Not received	Not received
Assistant Coach	01/31/2022	Not received	12/05/2022
Adult Volunteer	10/07/2015	10/26/2022	11/14/2022

Background checks are required for all individuals on the coaching roster every 2 years. A date in green text will appear if the coach has completed the check. "Not completed" indicates that a background check has never been conducted. A red date indicates that it is time for this coach to do another background check.

Reminder: The SCTP Payment section is for the SCTP National Coach Fee, which is required if the team will be attending the SCTP National Championships.

# Background Checks

To find the background check, access your profile on the Navigation Menu.

The screenshot displays the SSSF (Scholastic Shooting Sports Foundation) volunteer portal. On the left is a navigation menu with the SSSF logo at the top. The menu items are: Home, Profile (highlighted with a red arrow), Administration, Ranges, Schools, Teams, Athletes, Coaches, Shoots, Leagues, Virtual Series, Conferences, and Team Management. The main content area shows the user's profile for Ashley Tone (atone@tnwf.org, HCTN13500). Below the profile name is a sub-header 'Manage your shooting profile and account details below.' and three tabs: PROFILE, REGISTRATION (highlighted with a red arrow), and ACCOUNT. The REGISTRATION tab is active, showing the 'SCTP Registration Date: 2022-11-14 14:35:57.777'. Below this is a 'Fee Payments' section with the instruction 'To pay for fees, select options below and click "Pay"'. It lists five fees: SCTP Fee (Paid 10/26/2022), SASP Fee: \$35.00 (Check to select SASP Fee), ATA Fee: \$12.00 (Check to select ATA Fee), NSSA Fee: \$40.00 (Check to select NSSA Fee), and NSCA Fee: \$40.00 (Check to select NSCA Fee). Each fee has an unchecked checkbox and a corresponding icon.

Click the "Registration" Page and scroll down to find the background check link, or use this link:

[sssf.volunteerportal.net](https://sssf.volunteerportal.net)

Password is: **scholastic**

Most background checks cost \$14-\$15 and must be renewed every 2 years.

# Fees Page

SCTP Team Fee Summary for 3 @ 8 as of 1/6/2023

Scholastic Clay Target Program (SCTP)

925 Milwaukee Ave

Suite B1

Burlington, WI 53105

[www.mysctp.com](http://www.mysctp.com)



Shooting Year Invoice

Bill To

3 @ 8

ATTN: Ashley Tone

300 Orlando Avenue

Nashville, 37209

Instructions

**Credit Card Limits May Apply!**

This invoice defines annual fees dealing with membership.

If you prefer to pay by check, please make your check payable to SSSF and mail to the program National Office at the address listed above.

## Team Fees

Name	Annual Team Fee	Total
Annual team fee for 3 @ 8	<input checked="" type="checkbox"/>	\$20.00

## Athletes

Name	SCTP	ATA	NSSA	NSCA	TN State Fee	JR. Mag	Total
Andrews, Marvin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00
Beasley, Mark	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00
Briggs, Joe Bob	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00

All athletes and coaches on the active roster will appear on your fees payment page. Teams will also have the option to pay for ATA and NSSA/NSCA memberships or a year subscription to Junior Shooter Magazine on the Fees Page.

Select the **SCTP** and **TN State Fee** check boxes for all athletes participating this season. These are the only required memberships.

The \$20 National SCTP team fee will automatically be added to your first payment.



# 2023 Fees

Below is a price menu of all fees for the 2023 season. Please note that many of these fees are optional, but paying via SHOT provides a one-stop shop if your team participates in monthly ATA, NSSA or NSCA Shoots:

Team Fee: \$20

National SCTP Athlete Membership: \$25

Tennessee State Fee: \$40

NSSA/NSCA Youth Membership: \$10

ATA Youth Membership: \$12

Subscription to Junior Shooter Magazine: \$15

National SCTP Coach Membership: \$35

ATA Adult Membership: \$20

NSSA/NSCA Adult Membership: \$40

## Other memberships (not in SHOT Fees Page)

AIM Youth Membership: \$13

USA Shooting Junior Membership: \$30

USA Shooting Adult Membership: \$40

# Fees Page: Paying By Check

Teams can pay via credit card online, but if your team must pay via check from the school or sponsoring organization, make checks payable and mail checks to:

**Scholastic Clay Target Program**  
**925 Milwaukee Ave, Suite B1**  
**Burlington, WI 53105**

If you do send a check, please include a printout of your fees page with the names of the athletes and the correct fees selected so administration knows what the money is for.

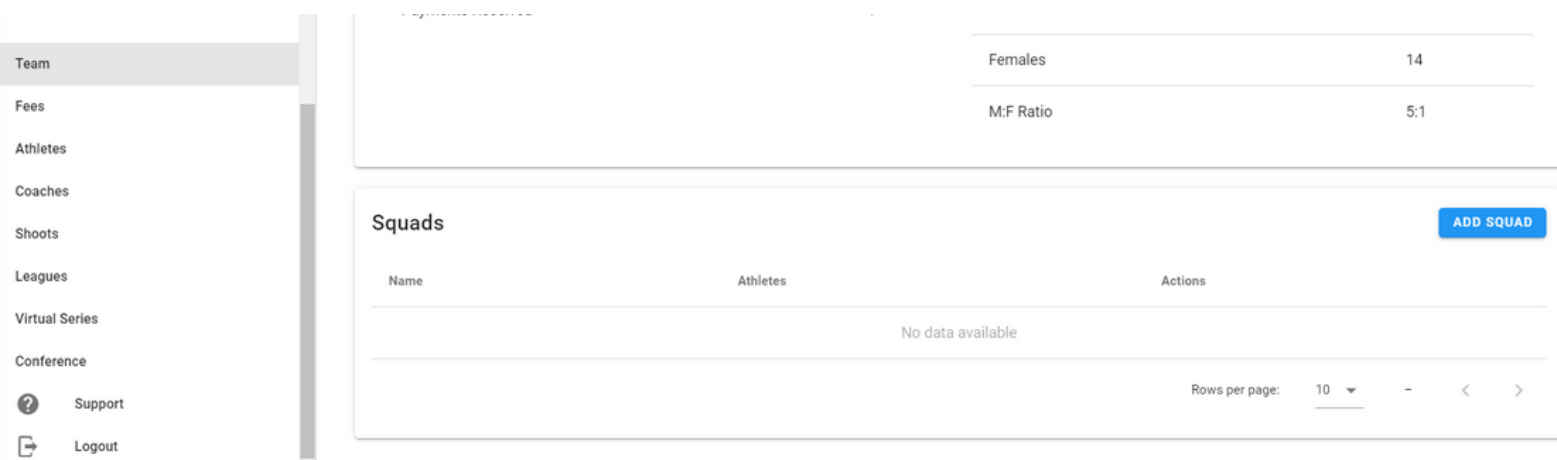
## Team Fees

Name	Annual Team Fee	Total
Annual team fee for 3 @ 8	<input checked="" type="checkbox"/>	\$20.00

## Athletes

Name	SCTP	ATA	NSSA	NSCA	TN State Fee	JR. Mag	Total
Andrews, Marvin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$65.00
Beasley, Mark	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$65.00
Briggs, Joe Bob	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$65.00
Brown, Sam	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$65.00
Doe, John	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$65.00
Hall, Amy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$65.00
Halladay, Wilks	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$65.00
Houston, Hannah	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$65.00
Martin, Taylor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$65.00
Rainey, Nelson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$65.00

# Team Page: Squads




Located at the bottom of the Team Page, coaches can pre-build squads for competition. Pre-building squads can make event registration a bit easier during the chaos of trying to squad your athletes for Regionals, State and Nationals. Instead of having to add each athlete into a slot one at a time, you would select the squad you built beforehand and SHOT will autofill all 5 or 3 (depending on the discipline) with all the athletes on your squad. Please note that an athlete can only exist on one pre-built squad per discipline, so if your squad lineup changes between Regionals and State you will need to delete your Regional pre-built squads and build new squads for State.

# Team Page: Squads

## Squads

[ADD SQUAD](#)

Name	Athletes	Actions
— American Singles Trap		
Intermediate Entry Trap Squad 1		 
Mixed Trap Squad Alternates		 
— American Skeet		
Varsity Skeet Squad 1		 
Varsity Skeet Squad 2		 
— Sporting Clays		
Jr. Varsity Sporting Clays Squad		 

SHOT will organize your squads by discipline. Remember: you can only squad athletes and sign them up for events if their forms have been submitted and payment has been received for the season.

# Shoots Page

MY HOSTED SHOTS				
IN-PROGRESS				
UPCOMING				
PAST				
INVITED				
Select State				
Tennessee				
Team				
Shoot type				
CLEAR				
SEARCH				
Shoot ID	Name	Hosting Team	Start Date ↑	End Date
3703	Moscow Shooting Ranage Tournament	Rossville Clay Target Team	01/28/2023	01/28/2023
3704	February Moscow Shooting Range	Rossville Clay Target Team	02/18/2023	02/18/2023
3627	2023 TNSCTP Ironman Competition	Tennessee SCTP	03/11/2023	03/12/2023
3705	March Moscow Shooting Range Tournament	Rossville Clay Target Team	03/25/2023	03/25/2023
3706	April Moscow Shooting Range Tounament	Rossville Clay Target Team	04/22/2023	04/22/2023
3707	May Moscow Shooting Range Tournament	Rossville Clay Target Team	05/20/2023	05/20/2023
3726	Tennessee SCTP Regional Championships	Tennessee SCTP	06/01/2023	06/04/2023
3727	Tennessee SCTP 2023 State Championships	Tennessee SCTP	06/19/2023	06/25/2023
Rows per page: 100 1-8 of 8 < >				

The Shoots page is where you can find all SCTP competitions in Tennessee. Click the name of the event to see more details about when registration opens, cost, location and to sign athletes up.

Reminder: Athletes must have all paperwork complete and have paid their National SCTP and TN State fee in order to register for any SCTP events.

# Event Registration Sandbox

## Tennessee SCTP Event Registration Sandbox (SCTP) (#3804)

OVERVIEW

H.O.A AWARDS

SCOREKEEPERS

CLEAR CACHE

DELETE ENTIRE SHOOT

STATISTICS

LEADERBOARDS

ONSITE REGISTRATION

EDIT

Name:

Tennessee SCTP  
Event Registration  
Sandbox

Classification:

SCTP American

Dates:

07/01/202

3 -

07/31/202

3

Shoot Level:

State

Invitation:

Online

Registratio

n

Competitio

n Type:

Shoot

Notes:

n/a

## Events

ADD EVENT

Date	ID	Hosting	Location	Name
Saturday July 1, 2023	17852	Tennessee SCTP	Nashville Gun Club	Trap Sandbox
Saturday July 1, 2023	17853	Tennessee SCTP	Nashville Gun Club	Sporting Clays Sandbox

Want to practice registering your team for an event, or train a new coach how to do it? We have created a "sandbox" event for coaches to use to familiarize themselves with the process, test pre-squads, etc.

# Tennessee SCTP Paperwork

All Tennessee SCTP forms will need to be filled out & uploaded to

[www.surveymonkey.com/r/tnsctp2024](http://www.surveymonkey.com/r/tnsctp2024)

- Team Memorandum of Understanding
- Complete Coach/Volunteer Roster
- Tennessee Wildlife Federation Hold Harmless Agreement for all athletes, coaches and volunteers (signature page only)

Blank copies of each form can be found on the next few pages.

## MEMORANDUM OF UNDERSTANDING (MOU)

BETWEEN

\_\_\_\_\_  
(Sponsoring Entity)

AND

Tennessee Wildlife Federation (TWF) and the Tennessee Scholastic Clay Target Program (TNSCTP) (Organization)

Whereas,

\_\_\_\_\_ (*Sponsoring Entity*) has a team with TNSCTP and agrees to abide by all the rules and regulations laid forth in the Policy and Procedures Manual, and, is shall ensure that participants abide by of the aforementioned. The Head Coach is the primary contact with TNSCTP and is responsible for ensuring all individuals associated with the team follows the rules and Code of Conduct.

TWF and TNSCTP reserves the right to approve the Head Coach for each team and will work with \_\_\_\_\_ (*Sponsoring Entity*) to find an approved coach.

TWF and TNSCTP will define the population area from which the team of \_\_\_\_\_ (*Sponsoring Entity*) may draw athletes. This area will be defined to provide fair competition amongst teams, prevent "cherry picking", and accommodate as many athletes as possible.

\_\_\_\_\_ (*Sponsoring Entity*) agrees to support the team in recruiting athletes, promoting the team and TNSCTP, and promoting an outdoor lifestyle to the athletes it serves.

PLEASE RETURN SIGNED COPY TO TNSCTP

\_\_\_\_\_  
Printed: Principal, Athletic Director, or Executive Director of Organization

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date





*Adaptation of the  
Barnesian Wildlife Federation*

Head Coach:

Text (Y/N)

[illegible]

**IMPORTANT: THIS IS A LEGAL DOCUMENT – A RELEASE OF LIABILITY**

Please read and understand this document before signing. If you have any questions, please ask us or consult an attorney.

You are giving up specific legal rights for you, your family and your heirs by signing this contract.

Tennessee Wildlife Federation, Inc. and Shelby Farms, Ranges, landowners, and clubs their employees, agents, directors, officers, sponsors, advertisers, volunteers, contractors and subrogors (hereinafter TWF) have done everything possible to ensure that you have a rewarding experience. We wish to inform our Volunteers, Visitors, Coaches, Parents, Officials, Youth and all other participants and spectators that hunting, target shooting, and other such youth activities, (hereinafter Shooting Sports) are not risk free. The same elements that contribute to the unique character and fun of Shooting Sports and hunting such as the physical exertion or the settings can cause loss or damage to equipment, injury, illness, or in extreme cases, permanent trauma, or death. We do not want to heighten or reduce your enthusiasm for the experience, but we do want you to know in advance what to expect, and to be informed of the possible risks. We ask that you read this, sign it, and return it to our office.

**EXPRESS ASSUMPTION OF THE RISK**

There are risks that accompany all aspects of life as well as Shooting Sports. Some of these risks are inherent in the activity; some are changed, increased or decreased due to the activities of TWF. You must understand and accept all the risks of the activity, inherent and others.

Kids enjoy life. In that process kids fall down, get back up and keep having fun. Sometimes though a kid might not get back up as quickly or bounce back as fast. As a parent you well know, there is no way to prevent a child from falling down or getting hurt. TWF will do the best job we can to help your child bounce back and enjoy the activity. However you need to acknowledge and understand that no matter how many staff or how much work we do, sometimes a child can get hurt.

Any activity involving rifles, shotguns or other firearms runs the risk of an accident. Before allowing your child to attend any event, prepare your child by going through the safety issues you expect your child to know and understand when working with firearms. Make sure your child knows how the firearm will work, how it is to be loaded, carried, transported and handled. Your child must know how the safety on any weapon provided works or how the weapon is to be disabled to prevent discharge. Decisions are made by the instructors, coaches and participants in a rural setting, based on a variety of perceptions and evaluations which by their nature are imprecise and subject to errors in judgment. Decisions are based on experience, observation, participant abilities and numerous other factors at the time. Weather can change, participants can tire, and abilities are not as stated which may change the entire situation placing people at risk. As a participant, you accept these risks and situations based on guide decisions and other factors.

Participants may have free and unsupervised time. Throughout the program, participants are responsible for their own safety and for the safety of other members of their group. It is also possible that some participants would suffer mental anguish or trauma from the experience or their injuries. Travel to and from the Shooting Sports activity is incidental to the Shooting Sports. Accidents can occur during travel to and from the activity site.

This list is not an exclusive or exhaustive list of possible injuries; trauma or accidents that may occur while engaging in any of the Shooting Sports described above, or that you may encounter. Most of these injuries are rare, and you are not likely to encounter them. However, they have occurred, and you need to know about them and other possible injuries not mentioned above. These injuries occur more often when the participants are using drugs or alcohol or not physically able to undertake the activity.

This list is not an exclusive or exhaustive list of possible injuries; trauma or accidents that may occur while Shooting Sports. Most of these injuries are rare, and you are not likely to encounter them. However, they have occurred, and you need to know about them and other possible injuries not mentioned above. These injuries occur more often when the participants are using drugs or alcohol or not physically able to undertake the activity.

You certify that you have reviewed this document with your family. You certify that you have examined the TWF website and looked at the information, risks and videos posted on the company website. You certify that your family, including minor children and yourself are fully capable of participating in a Shooting Sports program. You state that you have read the above statement on some of the possible risks in this activity. Therefore, you assume full responsibility for yourself, your family, including minor children, for bodily injury, death, and loss of personal property and any expenses as a result of your negligence, negligence of your family, or the negligence of TWF. You hereby expressly consent and assume all risks of the activity for yourself and your family, including the risks associated with traveling to and from the activity. You also understand that TWF reserves the right to refuse any person it judges to be incapable of meeting the rigors and requirements of participating in a Shooting Sports activity. Your family and you are in good physical condition and able to undertake this activity. You understand and agree that this is a voluntary activity, and you are doing so for recreational purposes and do so voluntarily. If as Parent/ Volunteer, you agree to read and to explain to any minor all posted signs and warnings, including instructions on use of equipment as well as the risks outlined in this agreement and, you agree participants will obey all signs, and warnings posted and to obey instructions from staff.

**CONTRACT, WAIVER, RELEASE, AND INDEMNIFICATION**

You waive any legal right to any claim and agree to indemnify and hold harmless TWF, their agents and employees from all claims, damages, losses, injuries, and expenses arising out of or resulting from your family's or your participation in these activities for all past, present or future claims, demands, and causes of action. This release of liability covers all risks of the activity and any negligence of TWF, including claims for negligent hiring, instruction, operation or other forms of negligence not normally



associated with the Activity. You agree that TWF has a subrogation/right to indemnification for your actions based on any permit, grant, contract or agreement with third parties. You further agree to release, acquit, and covenant not to sue TWF, their agents, and employees for all actions, causes of action, past, present or future claims or damages, damages in law or remedies in equity of whatever kind, including the negligence of TWF, negligence of another participant, or your family, yourself, or your heirs, against TWF arising out of participation in this program. This agreement covers the incidental transportation to and from the recreation location. In short, you cannot sue TWF or anyone else for any reason if you or your family or minor child may receive an injury, and if you do, you cannot collect any money. This release shall not be superseded by any other agreement, nor shall this release supersede any agreement, whether there is any perceived inconsistency or not.

You agree to indemnify, agree to subrogation and to reimburse TWF for any damages, costs, fees or expenses TWF expends on you or your family's behalf, including the cost of any Search and Rescue or for any damages you may do to third parties. You understand this means you are the insurer for the TWF for any actions or damages, you or your family may incur.

You agree to the site of any lawsuit and the law governing any such lawsuit shall be Davidson County Tennessee and governed by Tennessee law no matter the perceived or actual difficulties, deprivation of a meaningful day in court, or the harm to either party's case or trial in Davidson County Tennessee applying Tennessee Law. You understand and agree that you may be giving up the right to a deprivation of a meaningful day in court and that there are no extraordinary circumstances that would change that legal issue. The terms of this agreement shall continue and be, in effect, after the Shooting Sports activity has ended. No changes in this document are valid. You agree this forum selection clause applies to all claims, counterclaims, defenses and third-party claims brought by either party to this agreement.

As liquidated damages, you hereby agree that if TWF is forced to defend any action, lawsuit or litigation or for breach of the covenant not to sue or the covenant of good faith and fair dealing, by yourself, your executors, or your heirs, on your family's or your behalf, your heirs or executors, and you agree to pay TWF's costs and attorney's fees if they successfully defend such action, lawsuit or litigation. You understand and agree that you are indemnifying TWF for any claim you may bring for any injury you receive, and if you do, so you will be subject to paying TWF'S damages and costs, including attorney fees. Should any sentence, clause, paragraph, or part of this agreement be declared unenforceable by a court of competent jurisdiction, the remaining parts or paragraphs shall remain in full force and effect. This release is intended to be interpreted as broadly as possible to affect the intent and purpose of the release as limited by the Tennessee Supreme Court in *Copeland v. HealthSouth/Methodist Rehab. Hosp.* Except as specifically stated otherwise herein, this Agreement sets forth the entire understanding of the parties and all prior understandings or communications, electronic, online, written or oral, are superseded by this Agreement.

#### COVID-19

You will be coming in contact with equipment, posts, stands, tables, chairs, furniture and other items that have been touched or used by other guests, as well as coming in contact with other guests. Maintain proper social distancing, use appropriate, gloves, masks and other personal protection equipment to protect you and other guests. Always wipe down any equipment you have used and disinfect if necessary. You assume the risk of becoming a carrier or becoming sick from any illness, virus, bacterial infection or other disease while at TWF Shooting Sports activity.

If you do not want to sign this release, you understand you cannot participate in any TWF Shooting Sports activity, and you are free to go to other events and activities.

You have adequate health, disability, and life insurance for your family and yourself.

You hereby give permission for transportation to any medical facility or hospital. You authorize any qualified person or medical personnel to render necessary emergency medical care for yourself and your family. You hereby authorize the release of any medical information, including information concerning your HIV or "Aids" status, in the possession of TWF to any medical facility, hospital, ambulance, first aid provider, first aid service, doctor, nurse, or other such person rendering care on your behalf. You hereby waive any action or claim against TWF or any health care provider, hospital, doctor, nurse or first aid provider for the release of this medical information, including your HIV or "Aids" status.

You, of your own free will, for your family, your minor children, your heirs and executors and yourself, have read, understand and acknowledge the risks and liability for yourself and your family.

You acknowledge that you have received a Copy of this Document if you wanted one. You understand that you are signing this document electronically or may be signing this document electronically in the future. You understand and agree under state and Federal law, there is no difference between signing this electronically or in writing.

I hereby hold harmless, release, and forever discharge the TWF from all claims, demands, and causes of action which I, my heirs, representatives, executors, administrators, or any other persons acting on my behalf or on behalf of my estate have or may have by reason of this authorization.

**You Have Read and Understood this Agreement. You are Voluntarily Signing this Agreement. You understand you are giving up certain legal rights for yourself, your family and your heirs.**

**By signing this you understand you, your family and your heirs cannot sue for any reason. If you or anyone else sues because of your injury you, and they cannot collect any money. If anyone sues and loses you will owe us money.**

☐ By checking this box, you indicate that you and/or your family have previous firearms experience.

I am a/an (circle one):    Athlete    Coach    Adult Volunteer                      (Parent/Guardian signature required for athletes)

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

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

Signature: \_\_\_\_\_ Parent/Guardian Signature: \_\_\_\_\_

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# National SCTP Form

All athletes, coaches and volunteers must complete the National SCTP Form via DocuSign. See the image below to see how to send this form through SHOT:

← Ashley Tone - #82840 SAVE ⋮

No consent form on file. Please have the athletes parents sign the form. You can email the form by [clicking here](#)

**SCTP Form:**  
**Not Received**  
Created:  
12/27/2021

**SCTP Payment:**  
**Not Received**  
Updated:  
01/06/2023

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CONTACT INFORMATION

First name	Last name
Ashley	Tone

Once the form is sent and signed, it will immediately update in SHOT that the form has been completed.



# Athlete Registration Checklist

- ☐ Name
- ☐ Parent Email
- ☐ Parent Phone
- ☐ Street Address
- ☐ Gender
- ☐ Shirt Size
- ☐ Date of Birth
- ☐ School
- ☐ Graduation Year
- ☐ Parent/Guardian Name & Info
- ☐ SCTP Classification
- ☐ TWRA ID# (shown as State ID#)
- ☐ TWF Hold Harmless Agreement
- ☐ SCTP Hold Harmless Agreement
- ☐ SCTP Membership
- ☐ TN State Fee



# Coach Registration Checklist

- ☐ Name
- ☐ Email
- ☐ Phone
- ☐ Street Address
- ☐ Gender
- ☐ Shirt Size
- ☐ Date of Birth
- ☐ Background Check in SHOT
- ☐ Completion of SSSF Basic Shotgun Coach Certification **OR** NRA Level 1
- ☐ TWF Hold Harmless Agreement
- ☐ SCTP Hold Harmless Agreement





# Team Registration Checklist

- ☐ Signed MOU
- ☐ Complete Coach/Volunteer Roster
- ☐ Annual National SCTP Team Fee
- ☐ All athletes on active roster
- ☐ All coaches on active roster
- ☐ Signed Hold Harmless Forms for all coaches & athletes
- ☐ Memberships paid for all athletes



# Frequently Asked Questions

**Q:** Where do I upload TWF Hold Harmless, MOU and Coach Rosters?

**A:** We are currently working on adding a place to upload these documents in SHOT. In the meantime, please upload documents to [www.surveymonkey.com/r/tnsctp2024](http://www.surveymonkey.com/r/tnsctp2024)

**Q:** Why do you need an athlete's TWRA ID# and where do I add it?

**A:** All athletes are required to have a TWRA ID# to participate in Tennessee SCTP to show they have completed a Hunter Education course. At the bottom of the athlete's profile, you will see a "State ID" box under "Identifications", that is where you will add their TWRA ID#. To look up a TWRA ID#, you will need the athlete's last name, date of birth, and last 4 digits of their SSN. We recommend forwarding this link to the parents to have them look up/create an account and send the number back to you:

**[license.gooutdoorstennessee.com/Licensing/CustomerLookup.aspx](http://license.gooutdoorstennessee.com/Licensing/CustomerLookup.aspx)**

# Frequently Asked Questions

Q: I don't know my information for my NRA Level 1 Coach Credentials, how can I find out when they expire and how to renew?

A: You can find you information by using this link:

[nrainstructors.org/InstructorAdmin/insLogin.asp](http://nrainstructors.org/InstructorAdmin/insLogin.asp)

x

Q: What if my athlete's school isn't on the list?

A: Please send the complete name of the school and city that need to be added to [atone@tnwf.org](mailto:atone@tnwf.org), and we will pass the info along to IT.

# **Still Have Questions?**

Reach out to Ashley Tone for any assistance registering your team on SHOT.

Ashley Tone, Tennessee SCTP Manager

Email: [atone@tnwf.org](mailto:atone@tnwf.org)

Office: (615) 353-1133 ext. 102