

Guidelines on How to run a Steel Challenge shooting event!

This article is designed to help any club run a Steel Challenge event, whether you are running a small event for a club or holding a Nationals, we are sure you will find something of use in this outline to help your event go smoothly, ensure everyone has a good time and to allow your club to maximise its profit potential!

SOURCE

The information contained in this article is sourced from actual shoots of which many were Nationals events, e.g. Nationals 1994 and 1995?

OUTLINE of EVENTS for you to consider

- Event finances, what to charge-what to give back!
- Entry forms, promoting the event, shooting divisions.
- Steel targets preparation, painting and maintenance during the match.
- Catering during the event.
- Match staff and training for the event.
- Scoring sheets, timers, stationery, scoring programmes
- Prize giving, medals, trophies, awards ceremony.
- Spot prizes, after the event, results posting.

(Note-Disclaimer: while this list and the following information is based upon actual matches held, clubs may have other

Ideas as how to hold an event, this article was designed to help experienced through novice clubs holding such events only and was not designed to be a "you must" article from the Speed section)

SO YOU WANT TO HOLD A STEEL MATCH!

We will use the above list to help build all the information you will need to hold a successful event but apart from you, the match organiser, it will be very important to get the club AND one or two keen and passionate steel shooters along for the ride, keep them

up to date and include them in ALL the decisions you will make to ensure the event goes smoothly.

IN ANY MATCH, MANY HANDS MAKE LIGHT WORK!

EVENT FINANCES, WHAT TO CHARGE-WHAT TO GIVE BACK!

In any shooting event, the club does not want to be out of pocket and should not have to, as long as the finances of the shoot are planned out.

Keeping a book to list all expenses and incomes (or a computer based spreadsheet), will help you keep track of your event costs.

(Note-Remember to keep all receipts, in this book, when you are finished the club will want an outline of your match finances as most incomes are banked to the club, expenses are then paid out of the club accounts-smaller club events are mostly cash).

What you need to charge as an entry should be one of the first decisions you will make as match organiser, if the event is too expensive you will not have enough shooters turn up to at least "Break even", too cheap and you may not have enough money to cover the basic expenses.

If a club uses the good old mantra of a 1/3 Catering, 1/3 Expenses and a 1/3 profit, then things should be heading in the right direction.

(Note, this is how the 1994 and 1995 Nationals were budgeted for)

If you need to increase your expenses or catering this will come out of your Profit allocation, so make sure you set your fees with care!

Running an event to PAY for the steel targets is not advisable but holding a Number of steel events to do so makes sense.

Recovering the costs of your steel investment will take time and often a LONG time but should NOT weigh heavily in your costing to run one single event.

Often clubs will use the profit made from the event to help offset the cost of the targets.

Assuming that you already have the steel targets, the biggest cost for the event will be catering; this should take up around 1/3 of your match fee but

If you can save on bulk items then this will be kept as profit, so think out your Match catering carefully!

Many events have people volunteering to make food at no charge to help out And this is wonderful but at least offer to pay for the ingredients, so they will help again, we need good people to help in these events and they should not be out of pocket.

Whatever you decide in supplying food make sure it stays within your budget and don't forget the Tea/Coffee, milk, sugar, cups, spoons plates and all the side add no's these too have to come out of your catering budget !

REMEMBER SHOOTERS LOVE TO EAT AND IT WILL LEAVE A LASTING IMPRESSION IF YOU GO THE XTRA MILE IN PROVIDING GOOD FOOD!

Schedule of match fees, based upon events being held in the past.

- Club match-members: \$0-\$5 up to club (to cover food if provided)
- Club match- other club shooters: range fee plus \$5 catering
- Interclub or regional shoot : \$20- \$25 (covers food plus expendables)
- Island match: \$40-\$50, plus \$10 for each set of side events.
- Nationals: \$50-\$60, plus \$10 for each set of side events or Multi pistol entries.

These charges are an outline only but have been used at many events over the years with success.

ENTRY FORMS, PROMOTING THE EVENT, DECIDING ON SHOOTING DIVISIONS

Now you have your finances sorted, you have to decide on what you're going to offer the shooters at your event.

Below is an entry from used for the 2009 National championships.

The layout shown above covers all the information need for the shooter to make a decision about attending the event.

This of course may be amended depending on the size of the event.

The entry form should be given to as many interested and potential shooting people as possible as well as placing it in club magazines, the Bull shooter and online.

Placing your event on the “Upcoming Matches” page in Bull shooter or on the PNZ website will help push the event.

Remember to make sure you advertise the event at least 2 month before the shoot to get to as many people as possible.

Steel target preparation, painting and maintenance during the match.

Assuming your steel targets have already been made, maintenance during the match will be pretty straight forward.

(See steel standards and pictures of steel targets online at the Speed section WebPages)

When using Timber uprights, it pays to have a handful of pre-cut replacements on standby just in case someone decided to go wood chopping!

Paint should be a reasonable quality but not too watery, spray cans of white are also an alternative but can be expensive.

A small can or container (a cut away plastic 2ltr milk container is good, as it has a handle) should have a good supply of paint as well as a paintbrush.

Apart from this, all should be pretty straight forward.

Catering during the event

AHHHHH, the food and drink, a very important area competitors, as they need fuel to compete!

It is possible you will have people volunteering to make food, or even cook on the range, B.B.Q's are popular but whatever it is you do, keep tabs of the costs and keep the menu simple.

Sandwiches, rolls, cakes are always popular.

It's easier to stop for lunch so everyone can have a rest and a chat, this makes the shoot a bit more relaxed.

Make sure you have plenty of Tea/coffee available and always on the go.

Match staff and training for the event, scoring, timers.

One of the wonderful aspects of steel shooting is the easy format and ease of running from a range perspective.

Going over the rulebook cover all the technical rules and there are not many of these.

All shoots are self officiating, so anyone gets a go to help out.

Scoring is easy, have a look at the scoring sheets designed on the Speed page of the PNZ website or alternatively you can design your own.

Scoring programmes can be as simple as a manual spreadsheet or alternatively you can use an excel spreadsheet to help score and sort winners of Divisions.

The PNZ Speed page has an excel programme designed for just this use.

Timers should be adjusted to pick up the lighter Steel loads and don't forget to have spare batteries!

Prize giving, medals, trophies, awards ceremony.

Any event should supply at least a simple certificate of achievement, stating the time gained as well as the position attained in their division.

This will leave a positive memory in the minds of the shooter, which means they come back for more!

Medals for the event can be purchased from PNZ and they will have them engraved for you as well, contact the administration office for details.

National and island events have their medals supplied.

You may wish to supply a trophy or trophies but these do have a cost attached and will eat into your profit (unless you can get them in bulk).

Your awards ceremony should be simple, covering all the shooters times and handing out the certificates to all who attended.

Don't forget to thank all the volunteers as these guys are very valuable to your event and future events.

Spot prizes and results posting for the event.

If you can, make sure the shooters walk away with a copy of the results and post those who you might have missed.

Post the results online if you have a webpage and e-mail to those who do not.

Most importantly, make sure you have a great day shooting!

I hope this information is helpful, just a few thoughts from past experience.