

# CERTIFICATION GUIDELINES AND ORDER FORM



## *NRA Hunter Clinic Instructor Program*



New instructors must order the **Hunter Clinic Instructor Kit** to begin the training process and gain the desired certification. Current instructors may use this form to purchase materials for conducting Hunter Clinics.

The **Hunter Clinic Instructor Kit** contains one (1) of each of the following:

- ***NRA Hunter Clinic Instructor's Manual*** – Topic-specific manual providing instructor lesson plans and support material for teaching each hunter clinic.
- ***Student Manual*** – Hunter Skills Series soft-cover books that serve as primary support material for hunter clinics (to be distributed to each clinic participant).
- ***The Hunter's Guide*** – A general reference manual with information on varying aspects of hunting including, but not limited to, hunting techniques, wildlife identification and management, firearms, ethics, and survival.
- ***Application and Examination*** – Topic-specific form that outlines the Hunter Clinic Instructor certification process including requirements, fees, and accompanying examination.
- ***Registration and Activities Report Forms*** – Forms to be completed after a clinic is held and submitted to NRA Hunter Services Department.

Support materials are also available for purchase. They include: topic-specific *Instructor Reference Text* (copy of the student manual with instructional notes, space for instructional comments/notes, and checklists), certificates, slides, instructional CDs, flipcharts, targets, brassards, caps, educational brochures, and more.

Because there is a cost associated with becoming a Hunter Clinic Instructor and conducting clinics, the NRA recommends that instructors charge a nominal admission fee for each clinic. These fees will help offset the following: initial investment for certifications, student materials, and operational/logistical expenses (i.e. facility rental, range fees, etc.). These fees should only be offset when applicable.

***BECOME A NRA CERTIFIED HUNTER CLINIC INSTRUCTOR TODAY!***

**Caution:** The NRA Hunter Clinic Program is designed to be educational and to present practical advanced hunting skills to all hunters. These clinics are not to be confused with, or substituted for, the required hunter safety or hunter education courses offered by the state or provincial wildlife agencies.

## ORDERING INFORMATION

- Photocopies or faxed copies of this order form are accepted. Faxed copies must include credit card numbers.
- In order to process this form, your instructor rating and expiration date (located on your instructor ID card) must be included. Please note that instructors may only order hunter clinic support materials for disciplines in which they hold instructor ratings.
- Plan ahead for clinic needs. Please allow 3 – 4 weeks for delivery. Materials should be ordered in sufficient quantity so that copies can be given to each student.
- Prices do not include shipping charges.
- **NOTE: PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE.**
- Order by phone by calling 703-267-1516 or return completed order form to:

NRA Hunter Services  
Hunter Clinic Instructor Program  
11250 Waples Mill Rd.  
Fairfax, VA 22030

Fax: 703-267-3991

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## INSTRUCTIONS FOR COMPLETING ORDER FORM

- All information in *Ship To* section must be complete.
- Please carefully read all shipping information.
- **Cash will not be accepted.** Payment by check, money order, or credit card **must** be made at the time the order is placed.
- **Individuals/groups will not be invoiced.** A copy of this order form will be returned with your order as your receipt.
- Most orders will be shipped via UPS.








**Note:** Prices listed in this order form are for use by NRA certified Hunter Clinic Instructors only. Any NRA Hunter Clinic Instructor ordering and/or purchasing any other specially priced or restricted items for any person other than a NRA certified Hunter Clinic Instructor, may have their instructor credentials revoked for up to one year. Materials such as hunter clinic promotional items (i.e. lapel pins, hunter clinic student caps, hunting brochures, or Hunter Skills Series books) may be utilized by Hunter Clinic Instructors for program related uses (i.e. sales, prizes, promotional items).

<b>SHIP TO</b> (Please Print or Type)		
Name:	Instructor Rating:	
Street Address:		
UPS Address:		
City:	State:	Zip Code:
Phone (Daytime):	Email:	

**PLEASE SELECT NEEDED MATERIALS FROM THE LIST BELOW:**





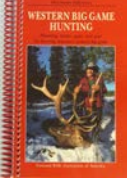
**REQUIRED CLINIC MATERIALS (Required for All Certified Hunter Clinic Instructors)**

**Hunter Clinic Instructor Kits** contain materials needed to become a certified instructor. Each kit includes 1 NRA Hunter Clinic Instructor's Manual, 1 Student Manual, 1 Hunter's Guide, 1 Application and Examination, 1 Registration Form, and 1 Activities Report Form.

 <p style="text-align: center;"><b>Instructor Kit Western Big Game</b> \$69.00</p> <p>Qty. _____ Total \$ _____</p>	 <p style="text-align: center;"><b>Instructor Kit Whitetail Deer</b> \$28.00</p> <p>Qty. _____ Total \$ _____</p>	 <p style="text-align: center;"><b>Instructor Kit Wild Turkey</b> \$28.00</p> <p>Qty. _____ Total \$ _____</p>
 <p style="text-align: center;"><b>Combo Instructor Kit Western Big Game &amp; Whitetail Deer</b> \$82.00</p> <p>Qty. _____ Total \$ _____</p>	 <p style="text-align: center;"><b>Combo Instructor Kit Western Big Game &amp; Wild Turkey</b> \$82.00</p> <p>Qty. _____ Total \$ _____</p>	 <p style="text-align: center;"><b>Combo Instructor Kit Whitetail Deer &amp; Wild Turkey</b> \$39.00</p> <p>Qty. _____ Total \$ _____</p>
 <p style="text-align: center;"><b>Combo Instructor Kit Western Big Game, Whitetail Deer, &amp; Wild Turkey</b> \$95.00</p> <p>Qty. _____ Total \$ _____</p>		




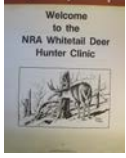

**Total Page 3: \$ \_\_\_\_\_**

**CLINIC REFERENCE MATERIALS**

 <p>Instructor's Reference Text Whitetail Deer \$8.00</p> <p>Qty. _____ Total \$ _____</p>	 <p>Instructor's Reference Text Wild Turkey \$8.00</p> <p>Qty. _____ Total \$ _____</p>	 <p>Hunter Skills Series Student Manual Whitetail Deer \$5.00</p> <p>Qty. _____ Total \$ _____</p>
 <p>Hunter Skills Series Student Manual Wild Turkey \$5.00</p> <p>Qty. _____ Total \$ _____</p>	 <p>Hunter Skills Series Student Manual Western Big Game \$5.00</p> <p>Qty. _____ Total \$ _____</p>	

**CLINIC SUPPORT MATERIALS (Restricted)**

**Hunter Clinic Support Kits** contain materials needed to conduct a NRA Hunting Clinic. Each kit includes 20 topic-specific student manuals and 25 corresponding certificates.

 <p>Clinic Support Kit Whitetail Deer \$125.00</p> <p>Qty. _____ Total \$ _____</p>	 <p>Clinic Support Kit Wild Turkey \$125.00</p> <p>Qty. _____ Total \$ _____</p>	 <p>Clinic Support Kit Western Big Game \$125.00</p> <p>Qty. _____ Total \$ _____</p>
 <p>Additional Certificates (25) Whitetail Deer \$5.00</p> <p>Qty. _____ Total \$ _____</p>	 <p>Additional Certificates (25) Wild Turkey \$5.00</p> <p>Qty. _____ Total \$ _____</p>	 <p>Additional Certificates (25) Western Big Game \$5.00</p> <p>Qty. _____ Total \$ _____</p>
 <p>Clinic Flipchart (42 Posters) 19" x 24" Whitetail Deer \$30.00</p> <p>Qty. _____ Total \$ _____</p>	 <p>Clinic Flipchart (42 Posters) 19"x24" Wild Turkey \$30.00</p> <p>Qty. _____ Total \$ _____</p>	

**Total Page 4: \$ \_\_\_\_\_**

## SHIPPING TABLE

**Note:** These rates are for standard shipping only. Contact the NRA Hunter Services Department for express shipping options and costs.

**For Orders Totaling:**                      **Please Include:**

\$0.00 - \$25.00	\$5.95
\$25.01 - \$50.00	\$8.95
\$50.01 - \$75.00	\$10.95
\$75.01 - \$100.00	\$12.95
\$100.01 - \$150.00	\$14.95
\$150.01 - \$200.00	\$16.95
\$200.01 - \$300.00	\$18.95
Over \$300.00	\$19.95

## PAYMENT INFORMATION

### AMOUNT DUE:

Subtotal Page 3:	\$
Subtotal Page 4:	\$
Subtotal Page 5:	\$
Total of All Pages:	\$
Sales Tax (Please include state and local tax where applicable):	\$
Shipping (See table above):	\$
<b>Total Due:</b>	<b>\$</b>

## PAYMENT METHOD:

**NOTE:** Please do not send cash. Payment must be made at the time the order is placed.

Circle the type of payment you are using:      Check                      Money Order                      Credit Card

Please make check or money order payable to: **NRA-HCIP.**

### CREDIT CARD PAYMENT:

Circle one:      VISA              MASTERCARD              AMERICAN EXPRESS              DISCOVER

Credit Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ Billing Zip code: \_\_\_\_\_

Signature: \_\_\_\_\_

NRA Hunter Services  
Hunter Clinic Instructor Program  
11250 Waples Mill Rd.  
Fairfax, VA 22030

Fax: 703-267-3991      Phone: 703-267-1516

***Thank you for your order!***