



## Club Affiliation Policy

Policy Owner: General Secretary

Date Approved: 9/11/2025

Review Date: Nov 2028

### Background:

The UKPSA Constitution describes the overall eligibility of individuals and organisations to apply for membership or affiliation to the Association. This policy supports the constitution by setting out the detailed requirements which Clubs and other organisations must meet in order that their application to affiliate may be approved by the Charity Board and the process to do so.

### Application Process

All applications to affiliate to the Association are managed via our website at the following address: <https://www.ukpsa.co.uk/club-affiliation/>

1. An appropriate individual empowered by the organisation should provide the details requested on the website and should note that the offer of affiliation shall be subject to receipt of the requisite fee for affiliation.
2. The application form will be reviewed by the Associate Director Clubs, who will engage with the club to assess suitability for affiliation.
  - Should the club be considered appropriate for affiliation the Associate Director Clubs will recommend the affiliation to the Sports Council
  - Following the approval from the Sports Council the Regional Director will recommend to the Charity Board.
  - Should the club NOT be considered appropriate for affiliation the Associate Director Clubs will provide detailed feedback and recommendations.
3. Once the affiliation has been approved, the Associate Director Clubs will forward the information on the club to the Membership Secretary, who will



- Arrange for the club to be entered onto the UKPSA membership system
  - Provide the Club representative with access to the Membership system.
  - Provide payment details and ensure (with the support of the Treasurer) that payment is made.
4. Associate Director Clubs will be accountable for
- Ensuring that foundational training in safe dynamic shooting techniques is provided at the club
  - Progressing the Club Development plan and including the club representatives(s) in development activities.
  - Communicating the new club information to the Sports Council, existing members and affiliated clubs.
5. A report will be provided to the Sports Council by the Associate Director Clubs after 6 months, to confirm if the affiliation should or should not continue.

### **Criteria for a shooting club to affiliate to the Association**

1. Any shooting club wishing to affiliate to the Association should:
- a. Be a properly formed club, evidenced by a copy of their constitution, minutes of their last AGM and details of the main officers.
  - b. Ideally be Home Office Approved
  - c. Undertake to develop IPSC within the club (supported by the UKPSA)
  - d. Ensure that foundational training in safe dynamic shooting techniques will be provided at the club
  - e. Accept on behalf of the organisation, to abide by the Constitution, rules and byelaws of the association.
  - f. Be willing to run matches where UKPSA members can attend
  - g. Nominate an individual (or individuals) to be the Club representative(s) who must
    - i. Act as a point of contact between the UKPSA and the club members
    - ii. Provide IPSC expertise and knowledge to other members of the club
    - iii. Work to grow IPSC shooting within the club, supported by the appropriate Associate Directors



- iv. Undertake the management of the club in the JustGo system

### **Lapsed Affiliations**

Should a club affiliation lapse by more than 3 months the club will be required to complete the full applications process

[Link to Club Development Policy](#)



## Appendix A - Affiliation Application Form

### **Affiliation Type\***

Firearms (including Action Air)/ Action Air Only

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### CLUB INFORMATION

#### **FULL CLUB NAME\***

#### **CLUB (Range Address) ADDRESS**

Address

City

Postal code

#### **CLUB EMAIL\***

#### **CLUB WEBSITE\***

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### CLUB OFFICERS INFORMATION

#### SECRETARY INFORMATION

NAME\*

EMAIL\*

PHONE NUMBER\*

ADDRESS

Address\*

City\*

Postal code\*

#### CHAIR INFORMATION

NAME\*

EMAIL\*

PHONE NUMBER\*

#### TREASURER INFORMATION

NAME\*

EMAIL\*

PHONE NUMBER\*

#### NOMINATED CLUB REPRESENTATIVE INFORMATION

NAME\*

EMAIL\*

PHONE NUMBER\*

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### FURTHER INFORMATION

#### **Current Practical (IPSC) Disciplines Practiced\***

Action Air

LBP/LBR (.22LR Handgun/Handgun)

Mini Rifle

Rifle

Shotgun

#### **Aspirational Practical (IPSC) Disciplines Practiced\***



Action Air  
LBP/LBR (.22LR Handgun/Handgun)  
Mini Rifle  
Rifle  
Shotgun

**Range Facilities are you able to access regularly**

Indoor smallbore  
Indoor fullbore  
Outdoor small bore  
Outdoor fullbore  
Land/ ground suitable for shotgun  
Land/building suitable for Action Air

Please provide details of number of distance/ number of lanes/ bays etc for those ranges where you have access (including any restrictions on times/ days/ usage)

Google earth reference

**Number of Club members \***

**Are you taking new members?**

**Details of UKPSA Club Members**

Please give details of all UKPSA members that are active at your club - including if they hold a valid competition license, Valid UKPSA Instructor Qualification or are a member of the NROI.

**What support would you like from the UKPSA?**

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**DECLARATIONS**

Do you have any reason to believe any members of your club may not comply with the Constitution, rules and byelaws of the UKPSA?

Yes/ No

I accept, on behalf of the affiliated organisation, to abide by the Constitution, rules and byelaws of the UKPSA.\*

I agree, on behalf of the affiliated organisation to develop IPSC within the club (supported by the UKPSA)

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