

Pacific International Trapshooting Association

OFFICIAL PROTEST FORM

I wish to protest the (check one):

Date: _____

- Handicap Yardage
- Classification
- Conduct
- Other (specify) _____

Of _____ at the registered shoot held
(Print the shooter's Name)

at the _____ on _____
(Print Club Name) (Date)

Applicable Rule Book section violated: _____

Details of alleged violation including date, time, location, names and addresses of any witnesses (use additional paper if necessary):

(Printed Name of Person Filing Complaint)

(Signature of Person Filing Complaint)

(Printed Name of Person Receiving Complaint)

(Phone Number)

(Date Received)

Comments of person receiving Protest Form (use additional paper if necessary):

**Copy To: PITA Office, PO Box 5276, Twin Falls, ID 83303 ♦ Email: info@shootpita.com
Phone: 208-312-0314**

Copy To: Person Receiving Complaint

Copy To: Person Complaint is made against

Copy To: Complainant

Official Protest

Any member in good standing may file a complaint utilizing the PITA OFFICIAL PROTEST FORM or reasonable facsimile that contains the following information:

- (a) Printed name and signature of complainant.
- (b) Name (s) of the person(s) against whom the complaint is made.
- (c) Applicable Rule Book section violated.
- (d) A complete description of the details of the alleged violation including, but not limited to:
 - (1) date, time and location of the violation.
 - (2) names and addresses of any witnesses.

The completed form/facsimile shall be delivered to any State/Provincial Official, any member of the PITA Executive Committee or the Secretary of the PITA within five (5) days of the occurrence of the alleged basis for protest. Any such Official receiving an Official Protest Form shall accept the complaint for investigation. Any protest not delivered within the five (5) day requirement is deemed not timely and shall be disregarded.

The initial investigation of the Official Protest shall be accomplished by a State/Provincial Official(s) and reviewed by the President of the State/Province involved as soon as feasible. The official(s) shall conduct an investigation appropriate for the nature of the complaint. Interviews or statements of the complainant, any witnesses and the alleged violator(s) shall be written or tape-recorded. The investigation shall be completed as soon as practical, but not more than thirty (30) days from assignment for investigation. Upon completion of the investigation, State/Provincial Official(s) shall make a determination as to the truth of the complaint and shall impose any appropriate sanction(s). The complainant shall not be involved in determining the disposition of the complaint.

In the case of an Official Protest against a State/Provincial Official or a member of the PITA Executive Committee, the Official receiving the complaint shall immediately forward the complaint to the Chairman of the Central Handicap/Rules Committee who shall assign two (2) uninvolved members of the Rules Committee to investigate the complaint. The completed investigation shall be presented to the Executive Committee/Rules Committee to determine by majority rule, a disposition and/or sanction(s) to be imposed.

The State/Provincial Official(s) findings related to the complaint and disposition shall be issued not more than ten (10) days from the completion of the investigation. Copies of the complaint, investigation and Official(s) disposition shall be forwarded to the PITA Executive Secretary. The Executive Secretary shall then supply a concise summary to each member of the Executive Committee and the Rules Committee for their review.

The complainant or any person the subject of an Official Protest may appeal the findings and/or sanctions imposed by the State/Provincial Official(s) within ten (10) days from the disposition to the PITA Executive Committee/Rules Committee. Upon written notice of such an appeal the Committee shall schedule a review hearing of the Official Protest where the complainant and/or the alleged violator(s) may appear to be heard on the issues. A written or recorded statement by either party may be substituted for a personal appearance. This Committee shall render a final decision related to the Official Protest within ten (10) days of the hearing. Their written decision shall be sent to the complainant, State/Provincial Official(s) involved and the alleged violator(s).

The Executive Committee/Rules Committee shall have the authority to impose, modify or remove any sanctions, with or without an appeal by either party. Their decision shall be final.

All records related to an Official Protest, investigation and disposition shall be retained as an official record of the PITA for a period of five (5) years from the date of final disposition.

Expenses to conduct the investigation of Official Protests shall be the responsibility of the PITA but must be pre-approved by the Treasurer of the PITA.