

- Concept of Operation (CONOP) memorandum with the following:
 1. 5Ws of the training/activity
 2. Include Weapons and Ammunition Nomenclature(s)/DODIC(s)
 3. POC Phone Number (Office and Mobile) and email address
 4. Commander's Signature
- Graphics, in color, depicting the scheme of maneuver
(Graphics should include, at a minimum, grid coordinates for firing positions, target positions, and maneuver boxes; and azimuths for sectors of fire.)
- Shot Sheet (Required for Red Cloud Range Complex facilities)
- Target Request (only if requesting targets/items not on the range)
- DD Form 2977, Deliberate Risk Assessment Worksheet signed by the appropriate level of authority IAW DA PAM 385-30
- RFMSS Summary Sheet with dates matching those on the CONOP memo
- Submit **42 days** prior to the start date of training
- Submit to Range Control:
 - In person Bldg 8302, or email usarmy.stewart.usag.mbx.range-control-hq@army.mil
 - Mr Jose Fuentes, jose.a.fuentes.civ@army.mil
 - Mr Jeffrey Bush, jeffrey.p.bush.civ@army.mil