

Frequently Asked Questions:

Capacity is 171 people.

How far in advance can I rent the facility? For a private event, the facility can be booked no more than 90 days in advance. The only exceptions to this policy are for West Point Graduation and Army Home Football Games which can be booked 1 year in advance of the date.

Food, what do I do for food for my event? If you wish to cater your event, please contact the West Point Club (845-938-5120), West Point Bowling Center (845-938-2140), or the Ski/Golf Clubhouse Snack Bar (845-938-2067). If you are doing a potluck or preparing the food yourself, you do not have to check with these services.

Is there recycling? Yes. There are 2 recycling receptacles in the BSP (cans and bottles only). These containers need to be emptied in the large trashcan on the back loading dock following your event. Cardboard can be broken down and placed directly in the containers on the back loading dock.

Do I have to bring my own garbage cans & liners?

No. We have garbage cans so if you bring extra large liners you'll be all set. There is a garbage dumpster right across the street in the Auto Shop parking lot and up the street near the vet clinic.

Do you have tables and chairs I can use? Yes, there are nine 60 inch round tables that seat 8 comfortably and nine rectangular tables that measure 72 inches x 18 inches. There are approximately 84 plastic folding chairs.

Will you be unlocking the building? No. You will need to sign out a key from building 628 (the BSP) the day before or the day of your event (available T-F, 8-4:30PM, Sat 8:30-5pm). You will need to return the key to the "Key Return" drop box located in the facility.

When can I be in the facility? You are only permitted to be in the facility during the times you submitted and established on your Rental Contract. These times must include your time for setup of your event as well as cleanup.

Is there projector equipment? There is a projector screen, but you must provide your own projector.

Is there a radio or speakers we can use? Yes. The facility is equipped with a sound system and has Sirius Satellite Radio.

Other Entertainment: There is cable that is connected to 5 TV's throughout the facility. There is also a game room with a pool table, two air hockey tables, a ping pong table and a foosball table.

Are there cleaning supplies? Yes. There are brooms and mops located in the janitor's closet (between the men's and women's rest rooms), as well as cleaning solutions, extra paper towels and toilet paper and some trash bags.

Is there a kitchen? There is a kitchen equipped with 2 ovens, a microwave, ice machine, 3 compartment sink and a refrigerator.

Is there Wifi in the building? Yes, there is an open network called "West Point MWR Guest". There is no password required.

Keys to the building: Prior to the rental, a key will be signed out for the facility from MWR. Upon completion of the rental, all exterior doors will be locked and the key will be returned to the key return box located inside the facility.

Other features: There is a bar with barstools and a gas fireplace in the facility. There are under the counter beverage refrigerators located behind the bar. There are two patios and plenty of parking around the facility. The BSP is in walking distance of Michie Stadium for football games and graduation.

Refunds: Refund for cancellations and/or changes may be requested through and approved by the Chief, RD only and are not guaranteed. **Cancellations made by the guest within 20 days of the rental will not be refunded.** Refunds take a minimum of 2-3 weeks for processing thru NAF financial services; subject to a \$5.00 processing fee.