



# SEASONAL CAMPER SITE PACKET

2019



1348 Round Pond Road  
West Point, New York 10996  
(845) 938-2503  
[www.westpoint.armymwr.com](http://www.westpoint.armymwr.com)



# Seasonal Camper Site Schedule

***2019 SEASONAL RATE \$2450***

## **APPLICATION SCHEDULE AND IMPORTANT DATES**

<b>Due Date</b>	<b>Description</b>	
Monday, December 31, 2018	Applications Due	
Wednesday, January 2, 2019	Lottery Conducted	
Friday, January 4, 2019	Winning Applicants Contacted	
Friday, March 1, 2019	1 <sup>st</sup> Payment Due	\$1225
Monday, April 1, 2019	Opening Day of Camping Season	
Wednesday, May 1, 2019	Final Payment Due	\$1225
November 1, 2019	Camping Season Ends – Remove RV From Site	

- Sites include water and 30 amp electric hook ups only. No Sewer. Honey Wagon service is available on Mondays and Fridays at no additional cost. Sign-ups must be scheduled at least 24 hours prior to pump out day at the Main Office.
- Water is not available prior to 15 April or after 15 October.
- At end of season, Recreational Vehicles (RV's) and all belongings must be removed from the seasonal site.
- Daily, Monthly, Summer, and Winter Storage is available at Round Pond Recreation Area. Applications are available at the Round Pond Office. You are required to maintain insurance and registration at all times. RV's placed in the storage lot are at the owner's risk. The USMA or the government assumes no responsibility during this period. Access to RV's during the off season (November 1 – March 31) may not be possible as Round Pond will be closed and road/storage lot inaccessible.



# Seasonal Camper Site Standard Operating Procedure

## **1. GENERAL:**

A specified number of camper sites, equipped with water and electric at Round Pond, are reserved annually for occupancy by seasonal campers, permitting a season's long reservation. Campers are selected via a lottery system, as prescribed below, from applications received.

## **2. ELIGIBILITY:**

Campers must be authorized IAW Army Regulation 215-1 under "Unlimited" Category,

## **3. SEASON:**

- a. Seasonal camper sites may be occupied from 1 April – 1 November.
- b. Water is not available prior to 15 April or after 15 October.
- c. Round Pond is closed from 1 November - 31 March. Recreational vehicles (RV's) must be removed from the seasonal site by 1 Nov and placed in the storage lot (fee required) or removed from Round Pond. Access to RV's during the off season may not be possible as Round Pond will be closed and road/storage lot inaccessible. RV's placed in the storage lot are at the owner's risk. The USMA or the government assumes no responsibility during this period.
- d. Sites available for seasonal rental are subject to change as determined by the Coordinator, Outdoor Recreation.

## **4. LOTTERY:**

- a. The Lottery consists of five (5) categories listed on the application in conjunction with AR-215-1. Applications will be separated into appropriate categories and randomly selected beginning with and until all Cat 1 applications are exhausted, then Cat 2 and so on.
- b. After all seasonal sites are filled, a waiting list will be started from the remaining applications and will be entertained in the order of eligibility as they are drawn.
- c. Lottery winners will select from available seasonal sites listing them from most desired to least desired. Retaining the same site from the previous season is NOT guaranteed.

## **5. PAYMENT:**

50% of the seasonal fee must be paid prior to 1 March with the balance due by 1 May. Failure to satisfy payment deadlines may result in forfeiture of reservation.

## **7. CANCELLATION POLICY:**

A pro-rated refund may be requested through and approved only by the Chief, RD for PCS, ETS, TDY (un-programmed or extended), Medical, and Scheduling conflicts only. Forms are available at Round Pond and the RD Admin Office. Refunds are calculated from the date received.

## 8. POLICIES:

- a) Occupancy of a seasonal campsite is by the approved eligible lottery winner or immediate family only, i.e. spouse or dependent. Sponsor is 100% responsible for their guests and must remain with them at all times. Subletting or selling of seasonal camper site privileges or remaining time is prohibited.
- b) Only one RV per site. No other camping units or tents may be set up on your site. A maximum of 2 POV's are authorized at any time. Additional items such as boats or trailers must be stored in our RV Storage Area located on prem. (See main office for rates and forms.) All vehicles must maintain a current registration and insurance at all times.
- c) RV Sites are strictly for recreational residency and are not party facilities. Parties may be booked at the Pavilions.
- d) Help us preserve our woods. Please do not cut trees or trim branches for firewood or dig up saplings. Only firewood that was purchased within a 50 mile radius can be brought into the recreation area.
- e) Dumping of any waste water, including grey water, other than at the dump station behind the bath house is prohibited. We offer a honey wagon service, at no charge, to our seasonal campers. Pump outs are scheduled on Mondays and Fridays by appointment only. Washing of vehicles at the campground is prohibited.
- f) Firearms, golf carts, ATV's, motorized scooters, and fireworks of any kind are not permitted at the campground.
- g) Quiet time is from 10pm-8am. At this time please keep noise to a minimum and do not have bright lights shining. Campers are asked to respect other campers by not using vulgar language or trespassing into other sites. All daytime guests must leave Round Pond by 10pm. Management has the right to ask unruly campers to leave the premises.
- h) Beach/ Swimming is available from Memorial Day to Labor Day. Swimming is permitted in the designated area within the floating buoy lines only and is prohibited after dark. There is no swimming or wading in the shores other than the designated swimming area. Swimming or diving off any boat is prohibited. Swimming costs are waived for Round Pond Seasonal Campers.
- i) Persons aged 16 and older must have a New York State Fishing License and a West Point Fishing Permit in order to fish at any of the installation ponds, lakes or streams. Please see the main office for licensing and permitting options.
- j) Clothes lines or hanging of clothes outside of your RV is prohibited. This includes towels, sheets, blankets, etc.
- k) Pets are to be leashed at all times to include at your campsite. Pets are not permitted in the playground area, beach area, or inside of any lodging / building at the camping area. They must be kept in a quiet orderly manner and pet droppings must be picked up and disposed of properly.
- l) Outdoor Recreation, Round Pond Recreation Area, DFMWR, and Army assume no responsibility for damaged, lost, or stolen property during campers stay.
- m) Prior to making changes / improvements to your site you must have written approval from the Round Pond Facilities Manager. Improvements include: Adding/ Removing plants, Decking, Sheds, Camping Tents, Gazebos, Refrigerators, Fire rings, Or any other additions. All landscaping improvements made to Camper's campsite, such as trees or bushes, become the property of Round Pond Recreation Area.
- n) Please keep your Seasonal Campsite picked up and clean - we want all guests and visitors to have a good impression and experience while staying at Round Pond Recreation Area.
- o) Penalty for violation of policies may result in cancellation of site reservation with no refund.



# SEASONAL CAMPER APPLICATION

**2019 SEASONAL RATE \$2450**

NAME (printed) \_\_\_\_\_ RANK \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

TELEPHONE (home) \_\_\_\_\_ (Cell) \_\_\_\_\_

E-MAIL: \_\_\_\_\_

I have received, read and understand all policies and conditions of the 2019 Rental Agreement for Seasonal RV Sites and agree to abide by them.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

RV TYPE: CLASS A, CLASS B, CLASS C, 5TH WHEEL, TRAVEL TRAILER, POP-UP  
(Circle One)

RV LENGTH: \_\_\_\_\_ Ft

CATEGORY: (Check one) I \_\_\_\_\_ II \_\_\_\_\_ III \_\_\_\_\_ IV \_\_\_\_\_ V \_\_\_\_\_

- I Active duty military assigned or attached to West Point or STAS
- II Active duty Army not assigned or attached to West Point or STAS
- III Active duty other branches not assigned or attached to West Point or STAS
- IV Retired military personnel
- V All other eligible categories

Preferred sites are listed below in order of my priority: *(Round Pond Map attached for Reference)*

## **Sites Available 18, 19, 22, 23, 24, 25, 26, 27, 28**

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_ 4. \_\_\_\_\_ 5. \_\_\_\_\_ 6. \_\_\_\_\_  
7. \_\_\_\_\_ 8. \_\_\_\_\_ 9. \_\_\_\_\_

*Sites available for seasonal rental are subject to change as determined by the Coordinator, Outdoor Recreation.*

PLEASE PLACE ME ON THE WAITING LIST, IF NOT SELECTED: YES \_\_\_\_\_ NO \_\_\_\_\_

**MAIL APPLICATIONS TO:**  
DFMWR, RD Attn: Round Pond  
Building 681, Hardee Place, 2<sup>nd</sup> Floor  
West Point, New York 10996

**E-MAIL APPLICATIONS TO:**  
Randi.Meche@usma.edu



# LEGEND

	CAMPER		DOCK		GATE		DRINKING WATER
	TENT		ARCHERY		BEACH		BEACH SHOWER
	POP-UP		PLAYGROUND		PICNIC AREA		PARKING
	OVERFLOW		HORSESHOE PITS		RAMAPO TRAIL		DUMPSTER
	LOG CABIN		BASKETBALL		LOOKOUT POINT		PORT O POTTY
	PAVILION		VOLLEYBALL		DUMP STATION		

