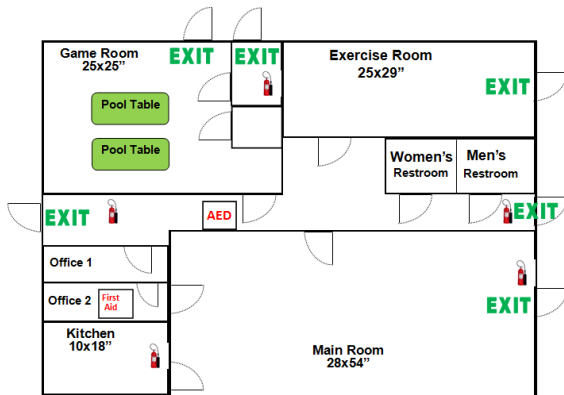


Reservations

Fort Benjamin Recreation Center is conveniently located off of Highway 70 in Newport, NC. The large main room has a maximum capacity of 132 people and comfortably accommodates 80 people for a sit down dinner. Fort Benjamin also features a game room including 2 pool tables as well as optional ping pong tables. Please call or visit Fort Benjamin Recreation Center to make a reservation today!



KEY:
 Door: Exit: **EXIT** Fire Extinguisher:



Carteret County Parks and Recreation

Fort Benjamin Recreation Center
 100 McQueen Ave
 Newport, NC 28570

Phone: 252-222-5858
 Email: morgan.kerns@carteretcountync.gov
 Email: drews@carteretcountync.gov



Fort Benjamin Park & Recreation Center Rentals

Facilities available for:

- Birthday Parties
- Baby Showers
- Family Reunions
- Business Meetings
- Holiday Parties
- Employee Trainings
- Club Meetings
- Etc.

Give us a call today to book your special event!
 252-222-5858

PRE-EVENT PLANNING: Call the Fort Benjamin Recreation Center Office at 252-222-5858 and one of our staff members will discuss your upcoming event needs as well as policies and availability.



*Deposit Required: \$100 refundable security deposit due at time of reservation. Deposit will be returned in approximately 2 weeks if room/center is cleaned according to center policies.

Space:	Cost per hour:	Hours Available:	# of People Allowed	Catering Fee	Table & Chairs Included	Food & Drink Allowed
Main Room*	\$15- Non Profit \$40- County Resident \$60- Non County Resident	Monday-Friday: 8am-8pm Saturday: 9am-4pm Sunday: Closed	132 (seated the room holds 80)	10% of catering fee added to facility reservation	Yes	Yes
Kitchen*	\$5 per use- Non Profit \$10 per use- County Resident \$20 per use- Non County Resident	Monday-Friday: 8am-8pm Saturday: 9am-4pm Sunday: Closed	N/A	10% of catering fee added to facility reservation	N/A	Yes
Game Room*	\$15- Non Profit \$15- County Resident \$30- Non County Resident	Monday-Friday: 8am-8pm Saturday: 9am-4pm Sunday: Closed	30	N/A	Yes	No
Exercise Room*	\$15- Non Profit \$15- County Resident \$30- Non County Resident	Monday-Friday: 8am-8pm Saturday: 9am-4pm Sunday: Closed	40	N/A	Yes	No
Entire Building*	\$50- Non Profit \$80- County Resident \$140- Non County Resident	Monday-Friday: 8am-8pm Saturday: 9am-4pm Sunday: Closed	200	10% of catering fee added to facility reservation	Yes	In designated areas
Band Shell*	\$20- Non Profit \$50- County Resident \$100- Non County Resident	Dawn until Dusk	Unlimited	10% of catering fee added to facility reservation	Bleachers available upon request	Yes
Playground Picnic Shelter	Free (no deposit required)	Dawn until Dusk	Unlimited	N/A	Picnic Tables Included	Yes
Building Picnic Shelter	Free (no deposit required)	Dawn until Dusk	Unlimited	N/A	Picnic Tables Included	Yes

Tables Available: 6ft rectangular, 5ft rounds, 4ft rounds

Chairs Available: 90+ folding chairs

Equipment Available: Podium, Projector, Sound Equipment: \$10 - \$150 based on type of equipment

Sports Equipment Available for Free: Tennis rackets, basketballs, soccer balls, footballs, disc golf, shuffle board, bocce ball, horse shoes, etc.

Fort Benjamin Facility Rental Rules: No decorations may be hung or placed on the walls (hooks are available upon request to suspend decorations from the ceiling). No food or drink is areas other than the Kitchen and Main Room. No open flame of any kind (candles, etc.). No alcohol on park premises. No smoking inside the building. For the continued list of regulations please see the Fort Benjamin Park Recreation Center Policies and Procedures guide.