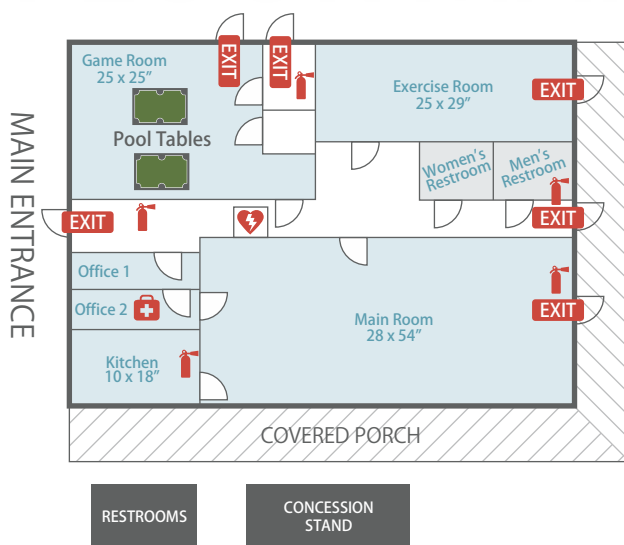


# FLOOR MAP



# FORT BENJAMIN PARK and RECREATION CENTER



**BIRTHDAY PARTIES**  
**BABY SHOWERS**  
**FAMILY REUNIONS**  
**BUSINESS MEETINGS**  
**HOLIDAY PARTIES**  
**EMPLOYEE TRAININGS**  
**CLUB MEETINGS**

**100 McQueen Ave**  
**NEWPORT, NC**  
**(252) 222-5858**

# PARK MAP



## Amenities

- 6 Tennis courts
- Soccer fields
- Baseball field
- Softball field
- Shuffleboard court
- Horseshoe pits
- Gaga Ball
- Gazebo
- 1 mile walking trail
- 9 Hole disc golf course
- Basketball court
- Concession stand



## Fort Benjamin Recreation Center

100 McQueen Ave • Newport, NC 28570

**(252) 222-5858**  
**ccpr.recdesk.com**

# Pre-Event Planning

Call the Fort Benjamin Recreation Center Office at (252) 222-5858.

A staff member will discuss your upcoming event needs, policies and availability.

| SPACE           |  Hours Available |  Number of People Allowed |  Catering Fee |  Tables and Chairs Included |  Food and Drink Allowed |
|-----------------|---------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|
| Main Room       | Mon-Fri: 8am to 8pm<br>Saturday: 9am to 4pm<br>Sunday: Closed                                     | 132 theater seating<br>(80 banquet style)                                                                  | 10% of catering fee added to facility reservation                                                | YES                                                                                                            | YES                                                                                                        |
| Game Room       | Mon-Fri: 8am to 8pm<br>Saturday: 9am to 4pm<br>Sunday: Closed                                     | 30                                                                                                         | N/A                                                                                              | YES                                                                                                            | NO                                                                                                         |
| Exercise Room   | Mon-Fri: 8am to 8pm<br>Saturday: 9am to 4pm<br>Sunday: Closed                                     | 40                                                                                                         | N/A                                                                                              | YES                                                                                                            | NO                                                                                                         |
| Entire Building | Mon-Fri: 8am to 8pm<br>Saturday: 9am to 4pm<br>Sunday: Closed                                     | 200                                                                                                        | 10% of catering fee added to facility reservation                                                | YES                                                                                                            | In designated areas                                                                                        |
| Band Shell      | Sun-Sat: 8am to 9pm                                                                               | Unlimited                                                                                                  | N/A                                                                                              | Bleachers available upon request                                                                               | YES                                                                                                        |
| Picnic Shelters | Sun-Sat: 8am to 9pm<br>Reserve on Website                                                         | Unlimited                                                                                                  | N/A                                                                                              | Picnic tables included                                                                                         | YES                                                                                                        |

## Available Equipment

**Tables:** 6ft rectangular, 5ft and 4ft round

**Chairs:** 140 folding chairs

**Audio/Visual:** Podium, Projector, Sound Equipment

**Sports Equipment (free):** Tennis rackets, basketballs, soccer balls, footballs, disc golf, shuffleboard, bocce ball, horseshoes, pickleball, etc.

## Fort Benjamin Facility Guidelines

- Fort Benjamin Staff will gladly setup and break down tables and chairs reserved for events.
- Customers are welcome to decorate the facility for events while adhering to guidelines.
- Complimentary Wi-Fi is available inside the facility.
- Food and beverages are permitted in designated areas.
- Alcohol and tobacco (including e-cigarettes) are not permitted on premises.

For a complete list of rental fees and policies, please refer to Fort Benjamin Recreation Center Policies and Procedures on the website