

Room fee includes the following:

Free WiFi connection
 LCD projector & screen
 Room set-up to specifications
 Podium and microphone

Additional rental items:
 \$150 each additional hour
 \$35 flip chart rental to include: markers and paper

A.M. REFRESHMENTS ~ \$10.95 PER PERSON

Assorted Pastries
 Fresh Fruit Platter
 Orange Juice, Coffee, Water

P.M. REFRESHMENTS ~ \$10.95 PER PERSON

Assorted Cookies
 Granola Bars
 Coffee, Assorted Sodas, Water

Guest Room Rentals

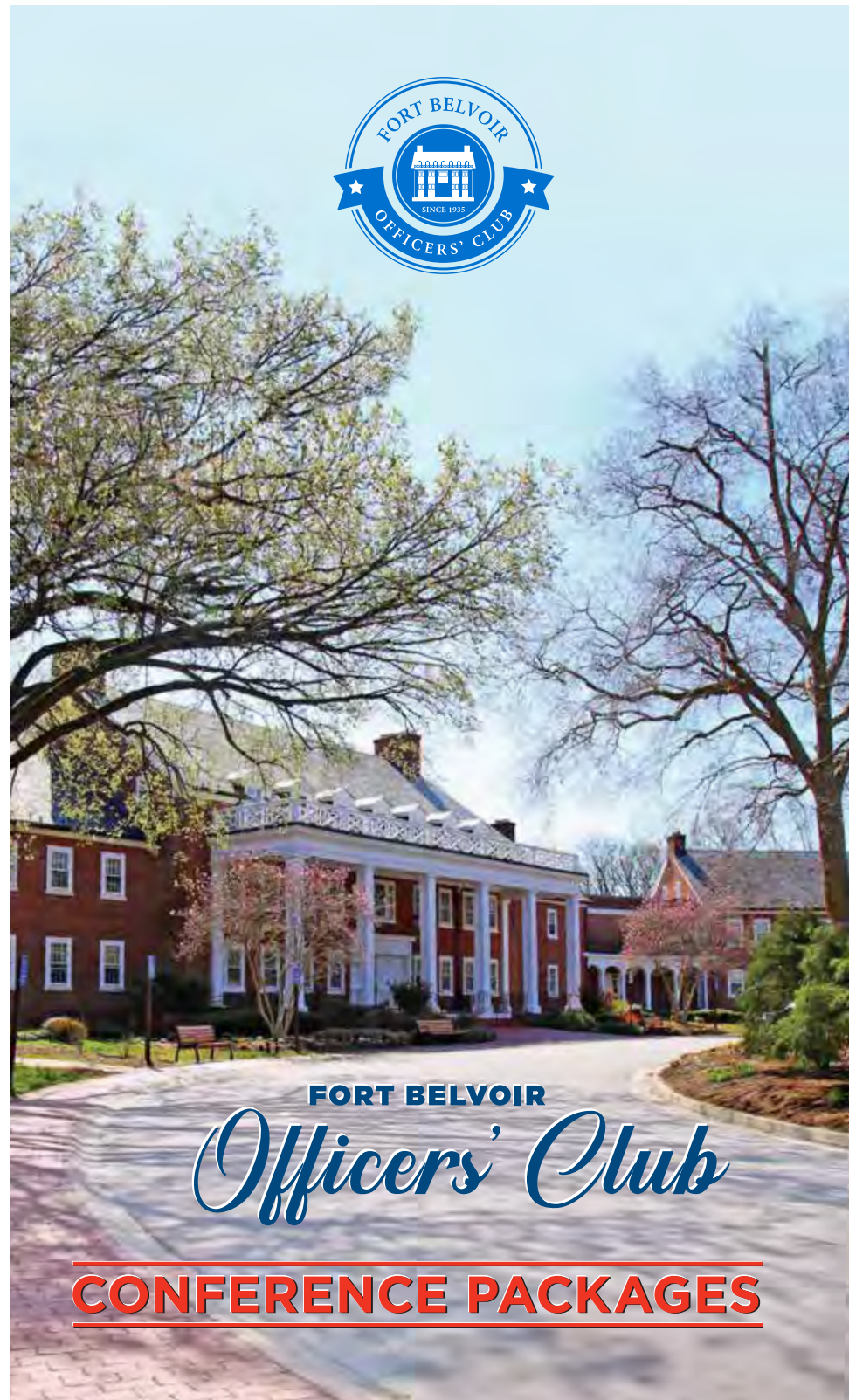
If you are visiting Fort Belvoir and looking for a place to stay, the Officers' Club offers guest rooms for rental in both king and queen-size suites.



CATERING OFFICE: (703) 780-0930, EXT. 610 OR 607

**5500 SCHULZ CIRCLE, BLDG. 20
 FORT BELVOIR, VA 22060**

f BELVOIR MWR
BELVOIR.ARMYMWR.COM



FORT BELVOIR
Officers' Club

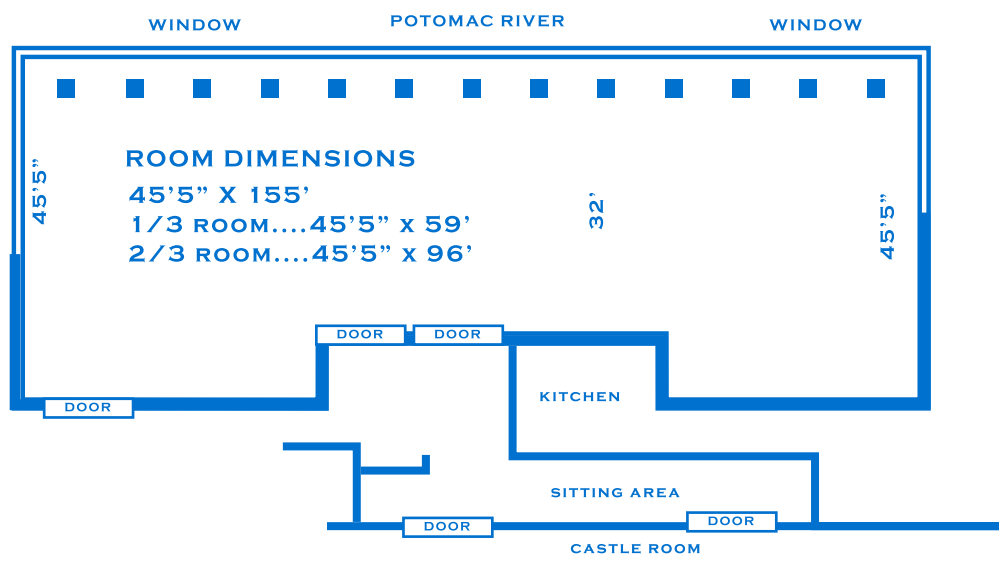
CONFERENCE PACKAGES



Belvoir BALLROOM

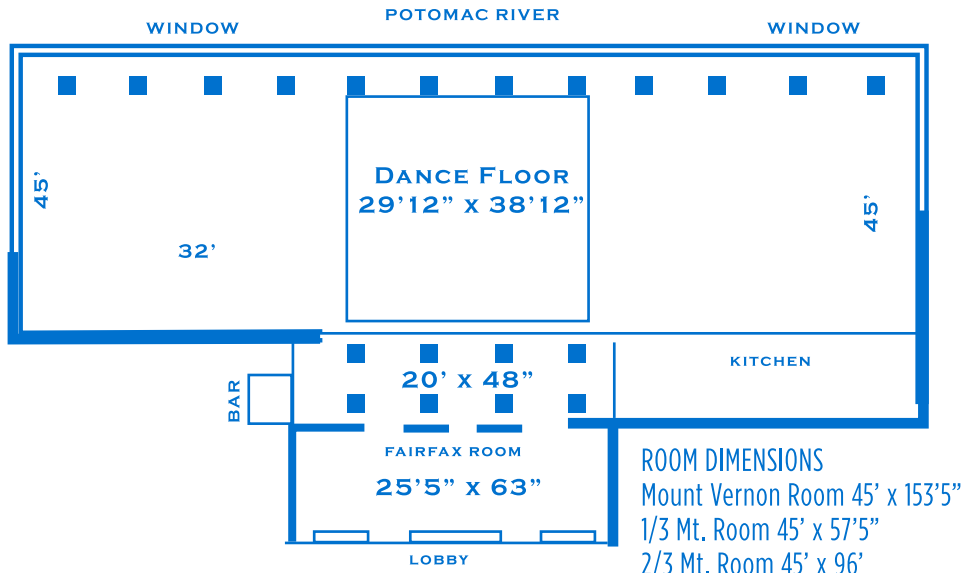


Mt. Vernon BALLROOM



BELVOIR ROOM
Full Day • \$2,500 (8 hours)
Full Day Room with Complimentary Morning Refreshments - \$3,500
Half Day • \$1,250 (4 hours)

ROOM SPECIFICATIONS
 Seated with 8-person round tables - 350 guests
 Classroom-style Meeting - 150 guests
 Theater-style Meeting - 250 guests
 U-Shape - 80 guests

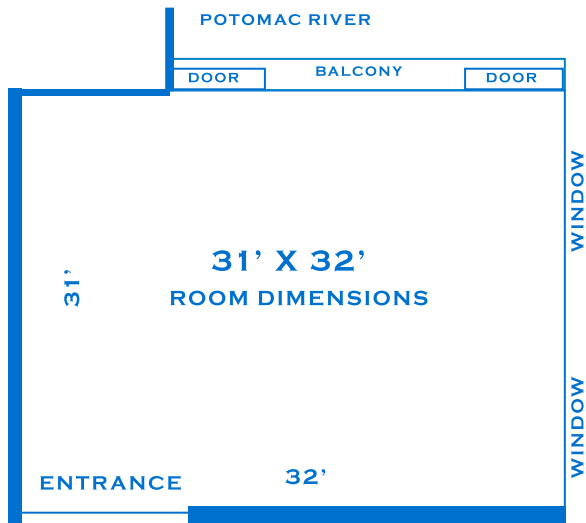


MT. VERNON ROOM
Full Day • \$2,500 (8 hours)
Full Day Room with Complimentary Morning Refreshments - \$3,500
Half Day • \$1,250 (4 hours)

ROOM SPECIFICATIONS
 Seated with 8-person round tables - 350 guests
 Classroom-style Meeting - 150 guests
 Theater-style Meeting - 250 guests
 U-Shape - 80 guests



Alexandria ROOM



Room FEES

FULL DAY • \$800 (8 hours)

Room with Complimentary Morning Refreshments - \$1,200

HALF-DAY • \$400 (4 hours)

ROOM SPECIFICATIONS

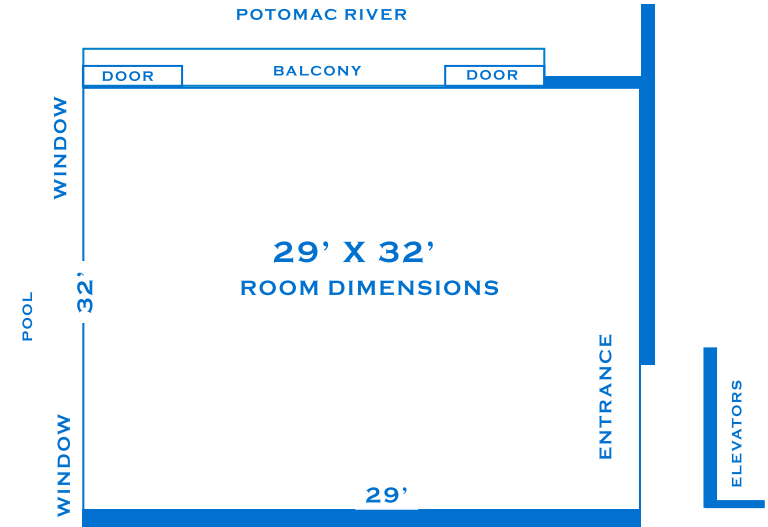
Seated with 8-person round tables - 60 guests Theater-style Meeting - 75 guests
Classroom-style Meeting - 40 guests U-Shape - 30 guests

COMPLIMENTARY MORNING REFRESHMENTS (2-HOUR DURATION)

- Assorted Pastries
 - Orange Juice and Water
 - Regular/Decaffeinated Coffee
 - Hot Tea Selection
 - Microphone and Podium
 - Screen, Lapel Cordless Microphone, Extension Cord
- Additional hours are \$150 per hour



Yorktown ROOM



Room FEES

FULL DAY • \$800 (8 hours)

Room with Complimentary Morning Refreshments - \$1,200

HALF-DAY • \$400 (4 hours)

ROOM SPECIFICATIONS

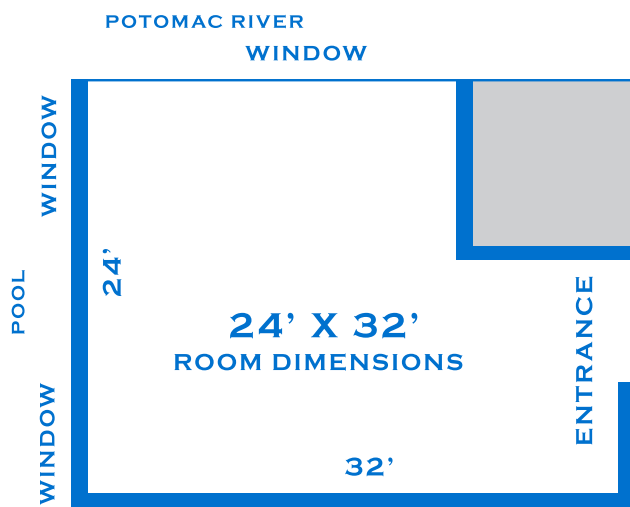
Seated with 8-person round tables - 60 guests Theater-style Meeting - 75 guests
Classroom-style Meeting - 40 guests U-Shape - 30 guests

COMPLIMENTARY MORNING REFRESHMENTS (2-HOUR DURATION)

- Assorted Pastries
 - Orange Juice and Water
 - Regular/Decaffeinated Coffee
 - Hot Tea Selection
 - Microphone and Podium
 - Screen, Lapel Cordless Microphone, Extension Cord
- Additional hours are \$150 per hour



Valley Forge ROOM



Room FEES

FULL DAY • \$800 (8 hours)

Room with Complimentary Morning Refreshments - \$1,200

HALF-DAY • \$400 (4 hours)

ROOM SPECIFICATIONS

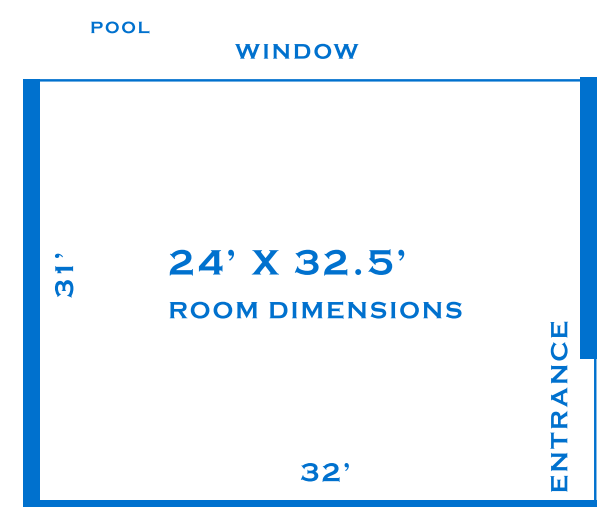
Seated with 8-person round tables - 60 guests Theater-style Meeting - 75 guests
Classroom-style Meeting - 40 guests U-Shape - 30 guests

COMPLIMENTARY MORNING REFRESHMENTS (2-HOUR DURATION)

- Assorted Pastries
 - Orange Juice and Water
 - Regular/Decaffeinated Coffee
 - Hot Tea Selection
 - Microphone and Podium
 - Screen, Lapel Cordless Microphone, Extension Cord
- Additional hours are \$150 per hour



Jefferson ROOM



Room FEES

FULL DAY • \$800 (8 hours)

Room with Complimentary Morning Refreshments - \$1,200

HALF-DAY • \$400 (4 hours)

ROOM SPECIFICATIONS

Seated with 8-person round tables - 60 guests Theater-style Meeting - 75 guests
Classroom-style Meeting - 40 guests U-Shape - 30 guests

COMPLIMENTARY MORNING REFRESHMENTS (2-HOUR DURATION)

- Assorted Pastries
 - Orange Juice and Water
 - Regular/Decaffeinated Coffee
 - Hot Tea Selection
 - Microphone and Podium
 - Screen, Lapel Cordless Microphone, Extension Cord
- Additional hours are \$150 per hour