

Delaware National Guard



2010 LOTTERY

FOR THE USE OF THE

BETHANY BEACH TRAINING SITE



**BETHANY BEACH TRAINING SITE
BILLETING OFFICE, BLDG. 114
163 SCANNELL BOULEVARD
BETHANY BEACH, DE 19930-9770**

Bethany Beach Training Site 2010 Information Sheet Billeting Program

1. AVAILABILITY:

a. The Delaware National Guard Bethany Beach Training Site is available for vacation use to the following personnel in priority sequence:

- (1) Members of the Delaware National Guard
- (2) Retired Delaware National Guard personnel
- (3) Members of the Senior Army Advisor's Office
- (4) Civilian employees of the Delaware National Guard

b. **The sponsor must be present each day when other members of the immediate family or invited guests are occupying their quarters. If a military sponsor is deployed, this requirement will be waived. However, the spouse or legally designated adult caregiver for the family of the military sponsor must be present.**

c. Only one military member of each family may apply for vacation use for the drawing date. This year's lottery drawing date is 10 March 2010. Cut off time for accepting applications is 1630 on 9 March 2010. On 5 April 2010, availability will be on a first come, first served basis.

d. The facilities listed in paragraph 2 are available by lottery for non-duty use starting from 1 April to 31 August 2010 except during periods of military training. The dates most available for this year are;

1 APR – 15 APR	19 APR – 9 MAY
24 MAY – 3 JUN	18 JUN – 8 JUL
12 JUL – 18 JUL	9 AUG – 31 AUG

e. The facilities listed in paragraph 2 are available on a first come first served basis from 1 September through 15 December, except during periods of military training. The post is closed for non-duty use from 15 December through 1 April.

f. Eligible users may rent only one unit at a time.

g. **Military use always has priority.** In the event of an unscheduled military requirement, all approved civilian requests for the time period involved may be canceled with a minimum of 24 hour notice by telephone or by written notification.

h. The training site manager reserves the right to cancel reservations or vacate the post in the event of a natural or mechanical disaster.

i. The Adjutant General reserves the right to cancel any/all approvals at any time.

2. **FACILITIES AVAILABLE:**

a. Individuals are encouraged to visit the training site to check the facilities prior to submission of requests. All quarters have a TV with cable, VCR, wireless internet, refrigerator, microwave, quilted spreads, and pillows. The motel-type rooms are not furnished with a kitchen or dinnerware.

b. Bath linens are not provided; bed linens are provided upon request. **Maid service is not provided.** A brief description of available facilities is given below.

(1) **WITH AIR CONDITIONING AND HEAT**

Mobile homes with three bedrooms, kitchen, and two baths

Apartment style units with three bedrooms, kitchen, and bath

Apartment style units with two bedrooms, with no kitchen and shared bath. (for E7 and above without children)

Apartment style units with one bedroom and bath

(2) **RV SITES**

RV sites include water, sewer, cable, and electric hookups

(3) **OTHER FACILITIES/ACTIVITIES**

A crabbing/fishing dock, playground, boats, horseshoe pit, barbecue grills, picnic tables, physical training room, and laundry room are available for all to use.

NO JET SKIS OR PRIVATE BOATS ALLOWED.

3. **CHARGE/PAYMENT:** The rates listed below will be charged to reimburse the cost of administration, utilities, and maintenance associated with the vacation use of the facility. Definition of users: **OFFICIAL USERS** – Personnel on official business with orders or a memorandum certifying their status. **NON-OFFICIAL/MWR USERS** – Personnel authorized to use the facilities that are not on official duty.

a. OFFICIAL USERS:..... \$15 per night

b. NON-OFFICIAL/MWR USERS:

All three bedroom quarters \$66 per night

All two bedroom quarters \$44 per night

All one bedroom quarters..... \$22 per night

Camper sites..... \$22 per night

4. **SUBMISSION AND APPROVAL OF REQUESTS:**

a. All requests must be submitted to the Bethany Beach Training Site, ATTN: Billeting Office, 163 Scannell Blvd, Bethany Beach, DE 19930-9770 or faxed to (302) 854-7999. The request must be submitted on the attached **2010 Lottery application only**. It must be complete. Telephone requests will not be accepted.

b. It is suggested that you provide up to four date options to be considered on your lottery application. This will allow us a better chance to support your request for MWR usage.

c. Requests may be made for periods of up to seven nights and eight consecutive days for any one submission. Requests for additional periods of use in the same year will be considered. Requests over a weekend (Friday, Saturday, or Sunday) will be for a two night minimum; holiday weekends for a three night minimum.

d. Cancellations must be made by the authorized user and are not transferable. Applicants must notify the Billeting Office at least 15 days in advance for a cancellation. **Failure to do so will result in the forfeiture of the reservation and one night's payment.**

5. **WHERE TO SEND PAYMENTS:** Payments must be made by credit card (Visa, MasterCard and Discover), check, or money order payable to BBTS Billeting Fund and mailed to the Bethany Beach Training Site, ATTN: Billeting Office, 163 Scannell Blvd, Bethany Beach, DE 19930-9770. Cash payments will only be accepted in person. **All payments must be made a minimum of 15 days in advance of arrival or approval will be canceled.**

6. **ACTION UPON ARRIVAL AT THE BETHANY BEACH TRAINING SITE:**

a. For those with reservations, you may call the billeting office 14 days prior to arrival to obtain a current gate code to be used at the south gate entrance. All others will enter through the main gate. Park in the spaces provided at the front fence. Check in with the billeting office (Bldg. 114) across from the flagpole.

b. Check-in will be accomplished during the following times:

Monday thru Thursday – 1300 thru 1600 hrs.

Friday – 1300 thru 2000 hrs.

Saturday, Sunday, and Holidays – 1300 thru 1600 hrs.

Note: Quarters are not available prior to 1300 hrs.

c. Checkout will be accomplished daily from 0730 to 1000 hrs. Please ensure that you leave your quarters better than you received it. **You will be billed for any damage, missing property or cleaning required.**

7. **ACTIONS WHILE OCCUPYING QUARTERS AT THE BETHANY BEACH TRAINING SITE:**

- a. **Quiet time is observed from 2300 until 0800 daily.** There will be no loud talking, radios, laughter, etc. Common courtesies for all users of our facilities must be exercised. If police officers are called to intervene for any reason, you and/or the guest involved will lose your privileges to use the post.
- b. There may be children playing in and around the quarters. Driving on post should be done with extreme caution. **The speed limit on post is 15 MPH.**
- c. **NO PETS ARE ALLOWED ON THE FACILITY.**
- d. No furniture or equipment will be moved from its present placement.
- e. No vehicles of any kind will be driven by unlicensed drivers.
- f. **Smoking is not allowed** in any building on the training site.
- g. Children playing in and around the boat dock, playground, and salt pond **MUST** have adult supervision at all times. Usage of these areas is at your own risk.

8. **FAILURE TO COMPLY:**

- a. Failure to follow our rules will be cause for your stay to be terminated without refund.
- b. If you have any questions, comments, or suggestions, please convey them to our billeting office staff. Our telephone number is (302) 854-7902.

9. **POINT OF CONTACT:**

- a. If you have any questions, please contact the billeting office at (302) 326-7902 if you're calling from New Castle County, (302) 741-7902 if you're calling from Kent County or (302) 854-7902 if you're calling from Sussex County or out of state.
- b. Our 24-hour fax line is (302) 854-7999.

BETHANY BEACH TRAINING SITE CHARGEABLE QUARTERS BILLETING APPLICATION

Reservation
Number

Full Name/Rank

Home/Mailing Address

City, State, Zip

Home Phone

Work Phone

Social Security Number

Current or Last Unit of Assignment

- OFFICIAL
- NON-OFFICIAL/MWR
- RANK
- ARNG _____
- ANG _____
- USAR _____
- CIV/DOD _____
- OTHER _____
- RETIRED _____

TOTAL NUMBER OF PERSONNEL IN PARTY _____

NUMBER OF CHILDREN IN YOUR PARTY _____

**ALL LIVING QUARTERS MUST BE CLEANED, CLEARED, INSPECTED AND KEYS TURNED IN TO BLDG 114
BEFORE 1000 ON DAY OF DEPARTURE.**

I have read and agree with post regulations and hereby request quarters. _____
Signature

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2010 LOTTERY REQUESTS

Eligibility Status: (Must check box to enroll)

- | | |
|--|--|
| <input type="checkbox"/> Delaware National Guard | <input type="checkbox"/> Delaware National Guard Civilian Employee |
| <input type="checkbox"/> Retired Delaware National Guard | <input type="checkbox"/> Member of Senior Army Advisor's Office |

Preferences:

Dates (arrive/depart) 1st _____ 2nd _____ 3rd _____ 4th _____

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Space Required: (Check box to indicate space needed)

- 1-bedroom unit 2-bedroom unit 3-bedroom unit RV space

Fill out form completely for best results.