



Greetings!

June 2022

This letter is your invitation to join the West Point Spouse's Club Super Sign Up! The WPSC Board is very excited for this year's kick-off event with the hope to recruit members, enable relationship development, and provide them a glimpse into our local community and all of its organizations. We are inviting local businesses and organizations (non-profits included) as well as home-based businesses and crafters to display their business. With your help, we hope that we will all have a chance to do a little shopping, eat and drink, and create a night for all to remember. If you wish to join us, here are a few details you should know:

Date/Time: September 22, 2021 from 6:30 pm to 9:00 pm - set up will begin earlier that day

Location: West Point Club Grand Ballroom, 603 Cullum Rd, West Point, NY 10996

Estimated attendance: 150-300 guests, including many attendees that are new to West Point

Vendor Table Fee: \$40 plus a door prize raffle for businesses; free for nonprofit organizations but door prize is required (Please note that this will be a tax-free deductible as the WPSC is a 501c (3) organization)

Table size: 6 or 8 feet, based upon availability

Linens: Available for an additional \$10, unless you choose to bring your own

Electrical Outlet: There is a limited number available, first come first served

In order to participate in the Spouses' Club's event, please be aware of these requirements:

Participating **home- based businesses** must have an up to date registration, while participating **off- post businesses** must have up-to-date approval for commercial solicitation. In order to be approved by Garrison for our event, we must receive your application no later than one month prior to Super Sign Up.

Additionally, please note the requirements to visit U.S. Army Garrison West Point and the U.S. Military Academy at West Point. For individuals without an approved Department of Defense identification card, you will need to visit the West Point Visitors Center for a background check prior to entering the post. This process should not take long and can be done on the day of the event. However, please allow time. All information regarding this procedure can be found at www.westpoint.army.mil/visitus.

If you are interested in joining our first event of the year, please fill out the attached application and return it. If you prefer, an application and PayPal option can be found online at <http://westpointspousesclub.org/super-sign-up> . Space is limited, so please send in your application and payment as soon as possible. We look forward to this event as it begins our club's season, and are thankful to have your support. If you have any questions, please feel free to contact the WPSC at any time.

Very Sincerely,

Laura Ruff

WPSC 2022-23 Vice President

WPSC 2022 Super Sign Up Application

Name of Business/Organization: _____

(Note: Only one registration per home-based business will be accepted)

Type of Business/Organization: _____

Point of Contact: _____

Phone Number: _____ Email: _____

Door Prize Description: _____

(Please bring this prize with you to Super Sign Up)

Please remember the following needs are first come first served:

Do you need to be near an electrical outlet? YES NO

Do you prefer a 6 or 8 foot table? _____

Your Checklist:

_____ Table Application & \$40 payment (if applicable) by check or Paypal

Checks can be mailed to:

WPSC

Attn: Super Sign Up

P.O. Box 44

West Point, NY 10996

_____ \$10 Tablecloth Fee (Optional)

_____ Required Door Prize