

Bar/Bat Mitzvah Application for Use of Temple Facilities

Family Name		Bar/Bat Mitzvah Child's Name
Home Phone	Work/Mobile Phone	Bar/Bat Mitzvah Day + Date to be Held on
Address (include City, State, Zip)		
Email address		

• Function • Kiddush • check all that apply •

<input type="checkbox"/> Friday Oneg (alone) Family, Guests + all Congregants <input type="checkbox"/> Friday Dinner + Oneg • Dinner for your family and guests • Oneg for your Family, Guests + all Congregants <input type="checkbox"/> Sunday Bar/Bat Mitzvah Rosh Hodesh only <input type="checkbox"/> Sunday Breakfast Family, Guests <input type="checkbox"/> Sunday Luncheon Family, Guests <input type="checkbox"/> Sunday Afternoon Family, Guests	<input type="checkbox"/> Saturday Bar/Bat Mitzvah - Families are expected to host an appropriate Kiddush for their guests and 30 regular congregants after services. You must choose one of the three (3) Kiddush options below. <input type="checkbox"/> [1] Saturday Kiddush (only) in Social Hall • Family, Guests + 30 Congregants You will not be charged the additional 30 congregants for use of the Social Hall but you must include them in the final count given to your accommodator or caterer. <input type="checkbox"/> [2] Saturday Plated Meal (meat/dairy) • Family, Guests, You may choose to invite Congregants + Appropriate Kiddush in Kiddush Room • Family, Guests + 30 Congregants You will not be charged the additional 30 congregants for use of the Social Hall/Kiddush Room but you must include them in the final count given to your accommodator or caterer. <input type="checkbox"/> [3] I will <u>not</u> be holding any Saturday function in the Temple • You are required to provide a Basic Kiddush for 30 congregants and pay a setup fee to cover the cost of the Kiddush meal, use of the Kitchen, and Social Hall. The Temple makes all arrangements. + Basic Kiddush • 30 Congregants <input type="checkbox"/> Saturday Dinner • Family, Guests
<input type="checkbox"/> Other Days/Usage – Subject to approval by Rabbi	

Temple Facility Requested

Check all that apply <input type="checkbox"/> Social Hall (sit down) + <input type="checkbox"/> Kiddush Room (standing) + <input type="checkbox"/> Youth Lounge (standing) <input type="checkbox"/> Kiddush Room (sit down, seating capacity 40) <input type="checkbox"/> Youth Lounge (sit down, seating capacity 60)	Estimated # Guests	Day + Date(s) Needed	Time(s) Needed, AM/PM
<input type="checkbox"/> Tables & Chairs Seating	# Round Tables <input type="checkbox"/> 8 chairs <input type="checkbox"/> 10 chairs	# Long Tables 8 chairs	# Food Tables

Tables Needed - All final table set-up instructions should be submitted to Temple office at least 5 days prior to the event date

Kiddush and Meal Provider

<input type="checkbox"/> Accommodator (Name, Phone) You must include 30 regular congregants for your Kiddush meal in the final count given to your Accommodator. You are allowed one day in kitchen prior to the day of your function. Additional days are charged. Refer to Fee schedule. Days/Dates of Kitchen Usage <input type="checkbox"/> 1 <input type="checkbox"/> 2	<input type="checkbox"/> Self	<input type="checkbox"/> Caterer (Name, Phone) You must include 30 regular congregants for your Kiddush meal in the final count given to your Caterer.
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I would like my function videotaped for an additional \$35 **Yes** **No**

Please return application to the Temple Office within two weeks along with a \$100 deposit to secure your date. A preliminary contract will be mailed back within 2 months of receipt of this application.

- I have the following tentative plans, which are subject to change.
- I understand that the contract I will receive within 2 months will be based on my initial estimates above.
- I understand that I am expected to host an appropriate Kiddush for congregants and have chosen one of the three (3) Kiddush options above.

Signature: _____ Date: _____