

Beth Abraham Congregation

Founded 1945 by Rabbi Tzvi Elimelech Hertzberg, z'l

HALL RENTAL POLICY & FEES

Members have priority on renting the facilities. They may bring in baked goods and bought or packaged food under reliable kosher supervision, as well as cook on-site. Non-members may bring in bought or packaged food under reliable kosher supervision, but must use a certified kosher caterer or food service supplied by a kosher caterer for preparation or cooking on-site. No dairy cooking is permitted. ***The shul adheres to a strict no-alcohol policy (which includes wine, beer, and liquor).*** All queries regarding use of the kitchen should be directed to Rabbi Katz or Menashe Shabtai.

The rental fees are per event and time period, as agreed. All fees must be paid in advance. The cleaning fee (\$100) will be refunded if the facilities are returned to the same or better condition than that in which they were found.

Fee Schedule

Rental by Members \$250

-- for combination eve/day \$400

Rental by Non-members \$350

-- for combination eve/day \$600

Refundable Cleaning Fee \$75

Rental of the hall includes the all-purpose room and the kitchen facilities. Under no circumstances should food be brought into the sanctuary area. Nor may the furniture in the sanctuary be moved without specific permission. The tables and chairs in the all-purpose room may be moved, but must be returned to the configuration in which they were found. The shul's rental agent will provide details.

The all-purpose room can be rented for any or all Shabbos meals, subject to the following restrictions. Shabbos lunch may not be set up before completion of the shul Kiddush (to which all congregants are invited). If a renter wishes to use facilities for a Shalosh Seudos, all congregants must be invited; speakers must be cleared in advance with the Rabbi.

All rental fees must be paid at least one week before the event. A \$100 non-refundable deposit will be charged for holding the date; this deposit will be applied to (deducted from) the full rental fee when it becomes due. In addition, there is a \$100 deposit required as a cleaning fee – which will be refunded to the renter if the facilities are returned to the condition in which they were found. (See cleaning rules.)

The rental agent will give the keys to the kitchen/hall to the renter and/or caterer one day prior to the event, provided that a rental contract has been signed and the fees paid. (Earlier access can be provided by special arrangement.) Keys must be returned promptly to the rental agent within 24 hours of completion of the event.

Renters are entitled to participate in regularly scheduled shul services, and may request special honors/aliyahs from the gabbai. The shul will make every effort to accommodate these requests if they do not conflict with prior commitments.

Cleaning Rules

Renters or their caterers are responsible for cleaning and maintaining the facilities. All food not supplied by the shul must be removed following the event, including that left in the refrigerator, freezer, or oven. This includes half-bottles of anything, including soda. Any spills in refrigerator, freezer and counter need to be cleaned and dried thoroughly. Floors must be swept, and spills mopped up. (Hard-burnt old stains are the shul's responsibility. For purposes of cleaning the kitchen, the renter must supply garbage bags, paper towels/or rags, dish soap with a reliable hechsher and other cleaning supplies.

The \$100 cleaning fee will be refunded if the above tasks are done by the renter or caterer.

The Weekly Kiddush

The weekly kiddush at Beth Abraham / Hertzberg's follows certain long-standing traditions (such as the serving of kugels and herring supplied by the shul). Renters who wish to bring in additional food items for a kiddush may do so at their own expense, so long as they are under strict kosher supervision. With prior notice those who rent the facilities may combine their events with those of the shul (i.e., all congregants may be invited to a renter's kiddush and/or shalosh seudos).

For a basic Shabbos kiddush, the shul will provide the following: two kugels (potato and salt & pepper noodle); herring; crackers; soda; grape juice for Kiddush; paper and plastic goods (napkins, plates, forks); and cleanup service. To those who wish to supply their own or additional food items, paper and plastic, etc., we say, "Thank you."

The charge for a basic kiddush is \$175 for members and \$275 for non-members.

Beth Abraham Congregation

Founded 1945 by Rabbi Tzvi Elimelech Hertzberg, z'l

HALL RENTAL AGREEMENT

This Agreement, between Beth Abraham Congregation and _____ shall constitute a binding contract.

The undersigned agree to the following terms:

DAY/DATE OF RENTAL _____

TIME OF RENTAL From _____ Until _____

RENTAL FEES _____

The rental is for the use of the social hall and the kitchen.

The fees are per event and time period. All fees must be paid in advance.

The cleaning fee will be refunded if the facilities are returned to the same or better condition than that in which they were found (a determination that will be made by the rental officer for the Congregation). Please refer to the cleaning sheet addendum, attached.

Non-members must use a kosher caterer or a food service supplied by a kosher caterer.

With prior notice those who rent the facilities may combine their events with those of the shul (i.e., all congregants may be invited to a renter's kiddush and/or shalosh seudos).

(signature)

(signature)

Rental Officer, Beth Abraham Congregation

(date)

{revised 12/16}