

Congregation Sons of Israel

300 North Broadway – Upper Nyack, NY 10960

(845) 358-3767

**Application/Contract for Rental of Building Facilities**

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-Mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Applicant hereby applies for the use of synagogue facilities for (check one):

 Reception/Party Meeting/Gathering Not for profit

 \_\_\_ Capacity for Parties \_\_\_\_Capacity for Meetings/Gatherings

**Social Hall Rental: (Parties, Weddings, Bnei Mitzvahs, Proms) $800**

This fee includes the use of the Social Hall, tables and chairs in the Social Hall, Kitchen, Coat Room and

Rest Rooms. **IT DOES NOT INCLUDE USE OF THE SANCTUARY.**

**Meeting Room/Atrium (Not for profit special rate)- $25 per hour**

* $25 flat fee to caretaker for opening and locking up
* $25 per hour if using caretaker services on premises

**Meeting Room/Atrium (such as Shiva’s, company meetings, family gatherings) $50 per hour**

* $25 flat fee to caretaker for opening and locking up
* $25 per hour if using caretaker services on premises

This fee includes the use of the Meeting Room, Lobby, tables and chairs in the Meeting Room/Lobby Area, Kitchen, and Rest Rooms. IT DOES NOT INCLUDE USE OF THE SANCTUARY.

The fee of $25 per hour for the caretaker must be paid on the day of the event. This includes 1 hour before party time and 1 hour after, to allow set-up and clean-up.

**Bar/Bat Mitzvah Receptions:** A paid, non-guest “Bouncer” must attend the event to supervise the youngsters. You Must advise the Office Manager of his/her name and contact information seven days prior to the event.

The use of the Kitchen is included in the rental fee. However, any use of the Kitchen requires the prior approval of the Rabbi.

All trash must be removed from the kitchen and all decorations must be taken down.

If you are using a caterer, the caterer is required to supply the synagogue with appropriate credentials certifying as to its Kashrut. It must also provide a Worker’s Compensation and Public Liability coverage, including product liability, with limits for bodily injury and property damage in the amount of $500,000, naming Congregation Sons of Israel as an additional named insured.

The caterer must also provide, at least two weeks prior to the rental date, a deposit against damages and appropriate clean-up, in the amount of $500. Such deposit will be refunded within one week following the rental date, provided that there have been no damages to the premises and that the premises have been properly vacated and cleaned.

A non-refundable deposit of one-half the rental fee is required to reserve the Social Hall or Meeting Room payable three months in advance of the rental date and preferable at the signing of this agreement.

We hereby release and agree to indemnify and hold harmless **Congregation Sons of Israel** and its officers and agents from liability or expenses, which arise from our party/luncheon by virtue of the serving of alcoholic beverages.

The applicant is responsible to be certain all above conditions are complied with. If they are not met in full, the reservation will be canceled and the deposit forfeited.

**Security:** Upon request, CSI will recommend security personnel at renter’s expense.

We have read the above and agree to comply fully with the conditions set forth therein.

AGREED TO AND ACCEPTED:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_