



56 Grove Avenue
Verona, NJ 07044
www.bethahm.org

973-239-0754

2009-2010 RENTAL FEES

**Sanctuary
All-Purpose Room
Library
Classroom**

USE OF CLERGY FEE

There will be a fee of \$250.00 for all ceremonies. Checks should be made payable to: *Rabbi's Discretionary Fund*.

SIMPLE KIDDUSH – No Charge

The simple Kiddush must be held immediately after your ceremony and consist of serving wine, cake and challah provided by the sponsors. It is a "stand up" Kiddush and permits the use of a serving table. No music, no caterer. Custodians will clean up. A donation to the synagogue is appreciated.

ELABORATE KIDDUSH – No caterer, no music

Buffet tables and round tables are provided. Cold platters only. Only disposable items are to be used. Coffee and tea urns are provided. Everything else must be provided by the sponsors, including coffee, tea, sugar, milk, paper and plastic goods. Kiddush is buffet style only. There is a \$75 maintenance fee.

CATERED EVENTS:

RATES:

- \$50 per hour for members / \$100 per hour for non-members.
- \$125 maintenance fee for members and non-members

DEPOSIT:

- A security deposit of \$250, required within 48 hours of booking. This deposit will be applied towards the final total amount. Your deposit may be made by cash or check payable to Congregation Beth Ahm.

BALANCE:

- The final payment is due within 5 days prior to your event. Your balance may be made by cash or check payable to Congregation Beth Ahm.

CANCELLATION:

- Cancellations 60 or more days prior to the event will result in a refund minus 20% service fee. Refund will be paid by Beth Ahm. Said refund must be requested in writing stating the reason for the cancellation.
- Cancellation made less than 59 days prior to the event result in loss of entire deposit.

CLOSING TIME:

- No functions may be scheduled during Shabbat.
- Functions must end by 11:30 pm.

SET-UP TIME:

- You will be provided with a room diagram when you make your deposit. That diagram, with your specifications for set-up MUST be returned to Beth Ahm no less than 7 days prior to the event, allowing time for final approval. This is the responsibility of the renter.
- Rental includes one (free) hour immediately prior to event for set up. If additional time is necessary, the hourly fee for rental is charged.

CAPACITY:

- The all-purpose room works best with 75-90 people. Maximum capacity is generally about 100 people, but may increase or decrease depending on specifics. Beth Ahm reserves the right of final approval of number allowed at party.
- Children's parties must be well supervised.

TABLES & CHAIRS:

- Tables are 60" round and fit 6-8 people. Food and drink tables are 6 feet rectangular.
- Beth Ahm provides and sets up tables and chairs, and reserves the right of final approval.
- Renter provides tablecloths.

KITCHEN FACILITY:

- Beth Ahm's kitchen is a kosher kitchen according to Conservative Halacha.
- All products brought into the kitchen must be under recognized supervision, or with permission of the Rabbi.
- Only caterers with Conservative or Orthodox Hasgacha are permitted to use the kitchen.
- Containers brought by caterers must be disposed of after one use.
- Caterers and menus must be approved by Rabbi Kriegel.
- All wine and grape juice that requires a blessing for Kiddush must be certified Kosher.
- An additional charge of \$150 will be added if caterer will be using the kitchen for cooking (up to 3 hours). An additional \$50 per hour will be charged if cooking exceeds that time frame. This fee does not apply if using ovens for heating dishes.

For further information, please see Rabbi Kriegel who is the Mara D'atra (authority) of Kashrut at Congregation Beth Ahm.

SPACE RENTAL FOR PROGRAMS

Congregation Beth Ahm offers rental space in our:
 Synagogue
 All-Purpose Room
 Library
 Classrooms

The fee for space is \$50 per hour.
 20% discount for non-profit organizations.
 (No food permitted)

**SCHEDULE OF RENTAL CHARGES
FOR SYNAGOGUE FACILITIES**

Name of Renter: _____

Address: _____

Phone: _____

Date of Event: _____ Hours: _____

Purpose: _____

Caterer: _____

Today's Date: _____

Total Amount Due: \$_____

Amt. of Deposit Received: \$_____

Balance Due by _____ is \$_____