



**TEMPLE BETH SHOLOM**  
**1809 WHITNEY AVENUE**  
**HAMDEN, CT 06517-1401**

**RENTAL CONTRACT**  
Facilities - Terms & Conditions

203-288-7748  
Fax 203-288-0582

- 1) Being a religious institution and a member of the United Synagogue of America, Temple Beth Shalom (TBS) will fully observe all religious holidays.
- 2) The rules of Kashruth as set forth by the United Synagogue of America and the Committee of Laws and Standards of the Rabbinical Assembly, and as interpreted by our Rabbi, will be strictly enforced.
- 3) TBS is a NO SMOKING facility. There is no smoking anywhere on the property at any time.
- 4) On the **Sabbath** and **religious holidays**, anywhere on the property, there will be:
  - a) No photography or audio/video recording.
  - b) No Secular bands/dancing/music
- 5) **Food** (Bought & prepared by you) (See # 18)
  - a) Proper supervision is required for food prepared on TBS premises.
  - b) Before bringing prepared food into TBS, the Rabbi must approve the store where it was purchased.
- 6) **Rules for Vendors & Contractors** - (Caterer, Entertainment, Florist, Decorators, Rentals etc.)

This information is for you. We will send a separate "Agreement" to your Vendors & Contractors.

  - a) Must complete and return the Vendor & Contractor Agreement.
  - b) Provide proof of at least one million dollars property & liability insurance.
  - c) Must be approved by the Rabbi and House committee.
  - d) Include next item (7. Supplies).
- 7) **Supplies** (including furniture, equipment, food, decorations etc.)
  - a) No supplies may be brought into or taken out of TBS between 2 P.M. on Friday and **one hour after** sunset on Saturday. (See # 18)
  - b) All supplies must be removed from the property within 48 hours after the event. There will be a storage charge of \$15/day from the 3<sup>rd</sup> to the 7<sup>th</sup> day. After 7 days, you agree to relinquish your ownership and allow TBS to dispose of all items you left on the premises. (See # 18)
- 8) You may not attach or stick **anything** on walls, floors, ceiling or other surfaces.

Screws, nails, tacks or tape are **not allowed**. (See # 18)
- 9) TBS is not responsible for your property left on the premises.
- 10) You will comply with applicable government statutes, ordinances and regulations by obtaining all permits, licenses, and hiring of police and/or firemen (if required) at your own expense.

- 11) You are required to have responsible adults (at least 21 years old) to be chaperones at an **all children's event**. For safety, we cannot have children at the Temple by themselves. These adults must be present when the first child arrives and stay until the last child leaves. They should be aware if children are in the halls or outside.
- 12) You will be responsible for any damage to the facilities caused by yourself, contractors or guests.
- 13) There is a \$100 TBS service charge for false alarms. (Smoke machines have activated the fire alarm in the past.)
- 14) Member must be current with all TBS obligations or have finalized arrangements with the Financial Secretary at least 90 days before the event.
- 15) You will abide by all Contract decisions of the Executive Board and Religious decisions of the Rabbi.
- 16) This contract is not transferable.
- 17) If any provision of this contract is declared invalid or unenforceable, the remainder will continue in full force and effect.
- 18) You should contact the Rental Chairperson for further clarification or questions.
- 19) **Deposit/Late/Cancellation**
  - a) 90 days before the event. \$150 payment is due, or paid in full if total is less than \$150.
  - b) 60 days before the event. The balance is due. We also need an estimated number of your guests and vendors & their phone numbers. Please use the **Booking the date** form.
  - c) If any scheduled payment is late, there is a service charge of 5% of the current balance due. (Minimum \$20)
  - d) Failure to pay the full balance at least 30 days before the event gives us the right to cancel this contract and prevent your use of these facilities. There will be no refund of any money.
  - e) You may cancel this contract by giving TBS written notice, in person or by certified mail, no less than 60 days before the event. We will charge you a total fee of \$100 and return all other money. Less than 60 days, there will be no refund of any money.
  - f) Unforeseen items/charges are payable within 15 days after your event.
  - g) If there is any balance due, we will add it to your TBS account for collection.
  - h) Fee information is for Members. **Non-Members** – There is a \$200.00 security deposit for the full and faithful performance of this contract. It is due when you secure the date of your event. This deposit is in addition to any rental costs and will be returned after your event less any charges. Please add 25% to member's rental fees. (Min \$50)