

GUIDELINES FOR AN ONEG SHABBAT

1. Services begin at 6:00 pm unless otherwise noted. The Oneg begins upon completion of services. Please plan to arrive in advance of service start time or in the afternoon to set up.
2. Arrange with the Administrator, **IN ADVANCE**, for a “fob” to unlock and gain access to the sanctuary building.
3. The hosting family is given the honor of lighting and blessing the Shabbat candles on the Bima. A transliteration of the Hebrew blessing is provided, if needed.
4. Your oneg can be simple and basic, consisting of wine, challah, cheese, and cookies; or, as elaborate as you like. It is not vital that you serve an extensive array of food.
5. Kosher wine and grape juice is provided for the blessing. The wine is located in the “wine” bar area, middle cabinet, lower-shelf. The grape juice is kept in the refrigerator.
6. Wine for drinking, not for the blessing, is the responsibility of the Oneg host. Two bottles of wine is recommended.
7. Please contact Anne Levinson (707) 251.9075, napamutti@gmail.com, and she will set up the Bar and will pour wine after services.
8. Challah serving boards are in a drawer, on the “coffee bar” side of the social hall. They are in the far right cabinet, right side drawer. The challah covers are in the same drawer.
9. We observe kashrut in the kitchen, which means no shellfish or pork products are permitted and no mixing of meat and dairy products; Onegs should be exclusively dairy and *pareve* [i.e., fruits, vegetables, eggs, fish, (e.g. tuna and salmon)].
10. Challahs can be ordered from:
 - a. Butter Cream Bakery - 707.255.6700 (called egg twist there)
 - b. ABC Bakery - 707.258.1827
 - c. Panera Bread - 707.252.3230 or www.panerabread.com.
 - d. Trader Joe’s - 707.256.0806 (1 lb. challahs and cinnamon challahs)
 - e. Whole Foods – 707.224.6300
11. Please provide 2 bottles of water at the bimah for the Rabbi and Gordon. The synagogue provides bottles of water. Please fill kiddush cup for Rabbi and leave at bimah as well. If there is a Bar/Bat Mitzvah honoree, please fill a Kiddush cup for her/him. Tiny cups of wine and grape juice are no longer required to be poured.
12. Coffee and tea are not generally served during Onegs. If necessary, coffee making instructions are posted on the wall behind the machines: decaf only should be used.

GUIDELINES FOR AN ONEG SHABBAT (CONTINUED)

Coffee carafes can be placed on the heating unit in the Social Hall on the wall opposite the kitchen. (The units must be plugged in and unplugged when event is over). All coffee related items are located below coffee maker inside cabinet. Tea: Fill a thermal pot on the coffee maker with hot water dispensed from the spigot (red handle).

13. You may bring tablecloths, decorations, decorative paper goods, or flowers for the table. Please take everything remaining after the oneg home with you. If you choose to use linen tablecloths, it will be your responsibility to launder and return them.

14. Setup summary:

- Covered challah(s) on breadboard placed close to bimah
- Kiddush cup for the Rabbi
- Two bottles of water on bimah
- Food that you are serving

15. Clean up:

- a. Cleaners will arrive to assist in clean-up at 7:30 pm.
- b. All food must be removed from the building.
- c. Any food left must be taken home; you may wish to donate it to The Table, Salvation Army or the South Napa Shelter (100 Hartle Court).
- d. The janitorial staff will clean the kitchen and social hall.

If you have any questions, please contact:

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