



YIS
RECEPTION ROOM RESERVATION
APPLICATION/AGREEMENT

Agreement made this _____ day of _____, ¹ between
(Date) (Month) (Year)

_____,
(Your Name)
with an address at _____,
an e-mail address of _____,

whose telephone numbers are _____ and _____
(Home) (Cell)

(hereinafter "You") and the Young Israel of Scarsdale ("Synagogue") for the rental of certain Synagogue facilities under the terms and conditions set forth herein:

Date(s) of function: _____
(Day of Week) (Month) (Date) (Year)

EVENT BEING CELEBRATED (the "Function"):

Number of Guests not to exceed _____. (If 150 or more guests, please see paragraph 4 below).

For the following time period (not to exceed six hours): From _____ [A.M./P.M.] to _____ [A.M./P.M.].² You, Your caterer and approved agents shall have access to the Synagogue facilities covered by this Agreement up to two hours before and one hour after the scheduled time. If additional time is required, written approval must first be obtained from the Synagogue so as to avoid conflicts with other events, and You agree to pay a fee of \$200 per hour for such additional time.

For a Bar or Bat Mitzvah only, you must also complete a Bar and Bat Mitzvah Application. Click for [Form](#). This Agreement and the Synagogue facilities covered by this Agreement at the time requested will only be made available and **reserved** upon the approval of the Bar and Mitzvah Application by the Rabbi and the applicable Synagogue officers and committee chairpersons. Reservation of Dates is subject to the Synagogue's rules and regulations.

¹ The Synagogue will fill in the date at the time this Agreement is signed by an officer of the Synagogue.

² Subject to review and approval of the Synagogue at the time this Agreement is signed by an officer of the Synagogue

Check the box if You are a member in good standing of the Synagogue. If You checked the box, You represent that You are currently a member in good standing of the Synagogue and have met all of Your financial obligations to the Synagogue to date. You agree to keep all of Your financial obligations to the Synagogue current through the date on which the Facilities are rented under this Agreement. You acknowledge that in the event that You do not keep Your financial obligations to the Synagogue current at any time during this period, the Synagogue may cancel this Agreement and/or impose the higher non-member charge for the use of the Facilities. The payments due under this Agreement are in addition to, and not in place of, all other amounts due the Synagogue including, but not limited to, pledges and Bar or Bat Mitzvah class fees.

Facility to be Rented	Date	Friday Evening	Saturday Luncheon	Saturday Evening	Sunday Morning	Sunday Afternoon	Sunday Evening	Other
1/3 Social Hall³								
2/3 Social Hall								
Entire Social Hall								
Rear Parking Lot for Tent								
Sanctuary								
Gallery⁴								
Teen Lounge								

(Please check applicable rooms and days. A rate schedule is available at the Synagogue Office and a copy of the current rate schedule is annexed hereto and made a part hereof.)

The rental of any Facility other than the Sanctuary includes use of the kitchen(s) and the services of one custodian. It specifically excludes the services of a mashgiach, which must be separately arranged in advance by your caterer, an attendant for the coatroom, security guards and the services of any religious officials. Should any security guards and additional custodians be required (which shall be determined by the Synagogue in its sole judgment), You shall pay the cost of such security guards and additional custodian as an additional charge.

A deposit in the amount of \$500.00 for each day and area to be rented must accompany this signed Agreement and the balance of the fee must be paid two (2) weeks before the scheduled Function, or 48 hours before a scheduled Bris, Shalom Zachor or Simchat Bat. The caterer for the Function will not be allowed into the facility unless the

³ If less than the entire Social Hall is requested, the portion(s) closest to the meat kitchen will be rented.

⁴ The Gallery will be made available only if You are renting the Social Hall at the same time and additional space is required.

facility use fee has been paid in full.

Your Caterer's Name, Address⁵ _____
and Telephone Number _____

Please let us know as You confirm:

Event Planner _____

Florist _____

Music _____

Entertainment _____

Photographer _____

Tent Rental _____

1. As of the date hereof, the Caterer is approved by the Synagogue's Rabbi and Kashrut Committee and has agreed to abide by the rules, regulations and guidelines established by the Synagogue. Notwithstanding the foregoing, You acknowledge that at the time of the Function, the Caterer must continue to have approval of the Rabbi and Kashrut Committee or access by the Caterer will be denied and You may thereby be forced to find a suitable replacement caterer. All terms and conditions of this Agreement shall nevertheless remain in full force and the Synagogue shall not be liable for any damages or additional costs You incur.
2. You acknowledge being familiar with the Synagogue's facilities and having read the Synagogue's rules, regulations and guidelines with regard to the reservation and rental of the Facilities and with regard to kashrut, and You agree to strictly abide by them, (including any later amendments, additions or changes) at all times.
3. At least two weeks prior to the commencement of the Function (or 48 hours before a Bris, Shalom Zachor or Simchat Bat), the Caterer shall be required to furnish the Synagogue with proof of Workers Compensation Insurance, a New York State Certificate of Health and product, and public and liquor law liability insurance in the amount of at least one million dollars (\$ 1,000,000.00), naming the Synagogue as an additional insured, as well as a minimum deposit against damage in the amount of \$1,000.00.
4. If Your dinner or lunch, scheduled on Shabbat or Yom Tov, exceeds more than 15 children under the age of 13 in attendance, then we suggest that You contract at least 2 Youth leaders from YIS to be in attendance and/or outside care so as to keep the proper decorum at simcha meals at all times.

⁵ If You do not have a caterer at present, You must notify the Synagogue at least three (3) months in advance of Your function of the name of the caterer to obtain approval for said caterer.

5. If the Function is on a day other than a Saturday or Jewish Holiday on which automobile travel is prohibited and at least one hundred fifty (150) guests are expected to attend, You, at Your own expense, may, if so determined in the sole judgment of the Synagogue be required to make arrangements to provide valet parking. Valet parking shall be provided by a duly licensed and adequately insured company, proof of which shall be supplied to the Synagogue at least seven (7) days prior to the date of the Function.
6. You are responsible for the actions of Your guests, the Caterer and any contractors, vendors or agents hired by You including, but not limited to, the time the Facilities are being used, the cleanliness of the Synagogue and any damages to the Facilities.
7. The Synagogue assumes no responsibility or liability for any damage or loss of personal property, including motor vehicles or articles of clothing brought to or left on the Synagogue premises. You agree to indemnify and hold harmless the Synagogue, including its employees, agents, directors, officers and members from any and all claims, liabilities, losses and demands for any actions whatsoever for personal injury, death or property or other damages to You or any person attending the Function, due to any cause whatsoever, even if arising from negligent acts or omissions and to reimburse the Synagogue, including its employees, agents, directors, officers and members, for any expenses or loss, including reasonable attorneys' fees and expenses, incurred by reason of any such claim being made against the Synagogue, including its employees, agents, directors, officers and members. You assume the responsibility of notifying the Caterer, any other contractors or vendors and all guests of the conditions of this paragraph and of the relevant paragraphs of this Agreement.
8. The Synagogue is not responsible for acts or damages resulting from alcohol consumption or substance abuse of Your caterers, contractors, guests or invitees.
9. The Synagogue shall have no responsibility for failure to supply the Facilities or for the condition of the Facilities as agreed upon when prevented from doing so by strikes, accidents, inclement weather, power shortages or any other cause beyond the Synagogue's reasonable control, or by order or regulations of any governmental authority, or otherwise.
10. In the event that You cancel or otherwise breach this Agreement, You shall remain liable for the full amount required to be paid under this Agreement without offset or reduction, You shall not be entitled to a refund of the deposit, and You shall be liable for the Synagogue's costs of collection, including reasonable attorneys' fees; provided however, that deposits in excess of \$500.00 may be applied by Synagogue members towards their membership dues or pledges. **A letter of cancellation is required to be sent to the attention of the Synagogue Executive Director, Marsha Lustig.**
11. The Synagogue has not agreed to rent Synagogue facilities to You unless and until this Agreement and the Reservation of Date form have been reviewed and approved by the appropriate officers and agents of the Synagogue and signed by an authorized signatory of the Synagogue. This Agreement is not transferable by You without the written consent of two authorized representatives of the Synagogue.

Host: _____

Date: _____

RECEPTION ROOM RESERVATION APPLICATION/AGREEMENT IS APPROVED

YOUNG ISRAEL OF SCARSDALE

By: _____

Date: _____

President

By: _____

Title: _____

Deposit: _____

Date: _____

Balance Due: _____

**FEES FOR USE OF
THE YOUNG ISRAEL OF SCARDALE
CATERING FACILITIES**

The Synagogue's facilities may be used for private functions, such as Friday night dinners, desert receptions, Shabbat Lunches, Seudah Shlishit, brunches and Women's Tefillah.

The schedule of fees is as follows:

- (i) For private functions, other than those covered by (iii) below, held on Shabbat or Yom Tov:

Members

One third of Social Hall or Greene	
Gallery.....	\$800.00
Two-thirds of Social Hall.....	\$1,200.00
Entire Social Hall.....	\$1,600.00
Teen Lounge.....	\$350.00
Rear Parking Lot Tent Rental.....	*\$TBD
Drop-off Kiddush Fee.....	\$500.00
Mashgiach Fee.....	*\$TBD

*Please call the office for pricing. If You are reserving any part of the Social Hall, there will be No Fee for use of the Rear Parking Lot.

Non-Members

Entire Social Hall.....\$2,200.00

(ii) For private functions, other than those covered by (iii) below, held on a day other than Shabbat or Yom Tov, the facility charge is \$1,600 for Members and \$2,200 for Non-Members, which covers the use of the Social Hall and Greene Gallery.

(iii) In the case of a Bris, Pidyon HaBen, Simchat Bat or Shalom Zachor (whether on a weekday or weekend), the fees are as follows:

Members

One third of Social Hall, or Greene Gallery
or Teen Lounge... ..\$600.00
Two-thirds of Social Hall.....\$900.00
Entire Social Hall.....\$1,300.00

Non-Members

Entire Social Hall.....\$2,200.00

These fees assume an early morning function that will not interfere with a previously reserved evening or afternoon rental.

In all other cases, the Synagogue reserves the right to charge an additional fee.

In addition, the Synagogue reserves the right to increase the fees from time to time as it deems appropriate.

D. **Security Charge.** A Security Fee will be imposed with respect to all private functions taking place in the Synagogue . The amount of the Security Fee will be based on the Synagogue’s cost of providing security beginning one half hour before the start of the function and ending one-half hour after the completion of the function. The number of security guards required will be determined at the sole discretion of the Synagogue. The Security Fee is payable at the time the balance of the Facility Use Fee is due.

E. **Maintenance Fee.** A Maintenance Fee, as determined by the Synagogue from time to time, will be imposed in the following circumstances: (i) A sponsored Kiddush that is ordered through the Synagogue’s Kiddush Coordinator; and (ii) “Drop-off” service (for Kiddush or Shalosh Seudot) arranged with one of the Synagogue’s approved caterers.

F. **Mashgiach Fee.** A non-working Mashgiach – i.e., someone whose sole responsibility is to act as Mashgiach -- approved by the Rabbi, is required at every function held on Synagogue premises where hot food (meat, dairy or parve), will be served *or* food preparation is involved. Upon request, the Synagogue will provide a Mashgiach and a Mashgiach Fee, determined by the Synagogue from time to time, will be payable in advance.

Approved Panel of Caterers 2020/2021
***Please contact Marsha Lustig @ext 101**

Caterer	Contacts	Address	Phone
Foremost Ram Caterers, Inc.	Randy Zablo	65 Anderson Avenue Moonachie, NJ 07074	201-664-2465 ext 121 randy@foremostcaterers.com
Main Event Mauzone	Joey Bodner Steven Bodner Eddie Iszo	332 East 86th Street 2nd Floor New York, NY 10028 60 Romanelli Ave South Hackensack, NJ 07606	201-894-8710 www.maineventmauzone.com
MD Catering	Steve Polinsky	332 East 86th Street 2nd Floor New York, NY 10028	212-579-7700 steven@mdcatering.com
Prestige Caterers	Joel Katz	1000 Rosedale Road Valley Stream, NY 11581	718-464-8400 516-374-9059 www.prestigecaterers.com
Nesher/Weiss Brothers Catering	Moshe Weiss	543 Pennsylvania Avenue Linden, NJ 07036	718-437-3631 info@weissbrotherscatering.com
Seasons	David Gelman	1128 Wilmot Road Scarsdale, NY 10583	914-472-2240 david@seasonsny.com
Zami Catering	Lisa Zami Joseph Zami	707 Avenue U Brooklyn, NY 11223	718-627-4945 eve@zamicaterers.com