



Congregation AABJ&D

700 Pleasant Valley Way
West Orange, NJ 07052
(973) 736-1407, Fax (973) 736-8006
Email: office@aabjd.org • www.aabjd.org

RENTAL AGREEMENT

Last Name: _____ First Name _____

Billing Address _____ Zip _____

Phone (_____) _____ Email: _____

Date(s) of Function _____ Time: _____ # of People Expected: _____

- Type of Function: Bris Bar/Bat Mitzvah Birthday Party Engagement Party
 Aufruf Wedding Sheva Brachot Other _____

My event will will not include a Friday night meal at the shul for guests (if yes, please specify ALL events when filling out the room choices on the reverse page)

Shabbat Bar Mitzvah or Aufruf

Minyan of Choice

- Hashkoma (8am) Beit Midrash (9:15am) Sephardic (9:15am) Main Sanctuary (9am)

Each Simcha includes three Aliyahs. Each additional Aliyah will cost \$100.

Total _____

Hashkoma Kiddush Sponsorship

\$100Basic Kiddush

\$240Hot Kiddush: Basic Kiddush, Cholent and Kugel

\$340Deluxe Kiddush: Hot Kiddush + *Chicken Nuggets*

Total _____

Main Kiddush Sponsorship

\$600Basic Kiddush: A variety of salads, cake, crackers, soda

\$1000Kiddush Plus: Basic Kiddush + *fruit platters*

\$1800Heimische Kiddush: Basic Kiddush, fruit platters, *cholent* (5) & kugel* (5)* *depending on number of outside guests

\$2,100Deluxe Kiddush: Basic Kiddush + Fruit Platters, kugel*, cholent*, *mini-hot dogs & extra cakes*

\$3,000All-out Kiddush: Basic Kiddush + Fruit Platters, kugel*, cholent*, mini-hot dogs, extra cakes + *meatballs*.

Total _____

Shalosh Seudot Sponsorship

\$180Basic Shalosh Seudot: Assorted salads, crackers, cookies, gefilte fish, challah rolls, soda

\$250Deluxe Shalosh Seudot: Assorted Salad, crackers, cookies, gefilte fish, challah rolls, soda & *fruit platters*.

(Salmon Platters can be added on to either package for an additional \$150 per platter)

Total _____



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RENTAL AGREEMENT

Last Name: _____ First Name _____

Date of Main Event: _____ Start Time: _____ End Time: _____

Date of Friday night dinner (if applicable): _____ Start Time: _____ End Time: _____

Please select which rooms you would like to reserve from the list below.

Facilities	Room Size	Maximum # of people	Price
<input type="checkbox"/> Lobby		70	\$250 (member) \$400 (non member)
<input type="checkbox"/> Social Hall	3,200 sq ft	250 (200 with a dance floor)	\$400-\$1,100 (depending on event type and if member/ non-member)
<input type="checkbox"/> Upstairs Youth Lounge	800 sq ft	50	\$150
<input type="checkbox"/> Classroom	300 sq ft	30	\$150
<input type="checkbox"/> Downstairs Youth Lounge (Twos Classroom)	350 sq ft	40	\$150

Total _____

There is an additional \$150 (members) / \$200 (non-members) kitchen fee for all functions (except birthday parties taking place in classrooms) AND an additional \$150 maintenance fee added on EACH event.

Meat Kitchen Dairy Kitchen Fee: _____

Maintenance Fee: \$150 (per event) Fee: _____

Final Total:

Caterer _____
 Phone # (____) _____

Contact: _____
 FAX (____) _____

CATERERS ARE NOT PERMITTED ON PREMISES WITHOUT THE FOLLOWING REQUIREMENTS HAVING BEEN MET **A MONTH PRIOR** TO THE AFFAIR.

1. A current certificate of insurance from the caterer naming the Congregation Ahawas Achim B'nai Jacob & David as the certificate holder: Certificate to provide (a) liability 1 million/2 million; (b) product liability (c) workers compensation.
2. A certificate of kashrus is required and is subject to the approval of the Va'ad Hakashrus of Metrowest.

ALL ALCOHOL SERVED AT A FUNCTION MUST BE UNDER THE SUPERVISION OF AN ADULT. NO ONE UNDER THE AGE OF 21 SHALL BE SERVED ALCOHOL.

I, _____ agree to pay the Congregation Ahawas Achim B'nai Jacob & David the sum of _____ (sum of all fees). I also understand that the balance of this fee is due 60 days before the above scheduled affair. Congregation Ahawas Achim B'nai Jacob & David will not reserve _____ for the use of these facilities until this contract is signed, returned with a deposit of 50%.

Congregation Ahawas Achim B'nai Jacob & David has available a maximum of 350 chairs, 15 - 60" round tables, 16 - 72" round tables, 6 - 6ft tables, 10 - 8ft tables. Other chairs and tables may be rented through the caterer. Room rental, as is, with classroom furniture moved against walls.

The Maintenance Staff of AABJ&D will assist the caterer during set-up and break down and will be in the building during the duration of your party. Should you want more help before or after your party you can request this at an additional fee of \$50 an hour.

Tipping Policy for Maintenance Staff

Tips are not mandatory but are greatly appreciated.

Damage Deposit Fee

A damage deposit fee of \$200 is due at the time of reservation. After the event is over and it can be determined that no damage was done to the property the damage deposit will be returned within 30 days. If the damage deposit does not cover the expenses of damage done you will be held liable for any additional costs incurred.

Supervision

If you are having a Bar/Bat Mitzvah on Shabbat and are expecting a large number of children, we request that you hire youth leaders to supervise the children. The cost is \$10/hour per youth leader.

Room Setup

The renter or caterer must provide the Shul office with a set up of the party no later then one week prior to the rental date. If the office does not receive a set-up, the renter or caterer will need to set up on their own.

Additional Comments:

Signature _____

Date _____

FOR OFFICE USE ONLY:

Date Received: ___/___/___ Account NO # _____

Comments:



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Recommended Caterers

ALPINE GLATT CATERERS OF CRYSTAL PLAZA

305 W. Northfield Avenue
Livingston, NJ 07039
973-992-8100
www.alpineglatt.com

HERB 'N SPICE CATERING

184 South Livingston Avenue,
Livingston NJ 07039
973-740-8800
www.herbnspicecatering.com

JERUSALEM RESTAURANT

99 W. Mt. Pleasant Avenue
Livingston, NJ 07039
973-533-1424
www.jerusalem-restaurant.com

J & M CATERERS

146 Dover Chester Road
Randolph NJ 07869
973-477-7956
www.jandmcaterers.com

KALMAN'S DELICATESSEN

779 Mountain Avenue
Springfield NJ 07081
973-564-8144
www.kalmansdeli.com

PARTIES BY SHIMON / SHIMTAL CATERERS

110 South Livingston Avenue
Livingston NJ 07939
973-864-4987

REUBEN'S GLATT SPOT

659 Eagle Rock Ave
West Orange, NJ 07052
973-736-0060
www.reubensglattspot.com

SUPER DUPER BAGELS

498 S. Livingston Avenue
Livingston, NJ 07039
973-533-1703
www.superduperbagels.com

TAKE A BREAK CATERING

20 North Beverwyck Road,
Lake Hiawatha, NJ 07034
201-674-0396
www.takeabreakcatering.com

THE CHOSEN CHOLENT AND SMOKEHOUSE

3 Dockery Drive
West Orange, NJ 07052
972-352-4741
www.thechosencholent.com

TOKYO HIBACHI

238 Morris Avenue
Springfield, NJ 07081
973-258-1158
www.tokyohibachinj.com

WEST ORANGE BAKE SHOP

480 Pleasant Valley Way
West Orange, NJ 07052
973-243-1300