



Today's Date: _____

RENTAL AGREEMENT
Lillian and Albert Small Jewish Museum

Name of Renting Party: _____

Address of Renting Party: _____

Date of Event: _____

Type of Event: _____

Time of Event: _____

Phone: _____ Fax: _____

The Museum is available for Bar and Bat Mitzvah ceremonies in accordance with Jewish tradition, on Saturdays, Mondays and Thursdays. Weddings may not be scheduled on Fridays or Saturdays. Evening events may be scheduled only by special arrangement and are subject to additional fees.

The sanctuary is not handicap accessible because it is reached by climbing a staircase to the second floor.

Conditions of rental of Lillian and Albert Small Jewish Museum:

1. Maximum of 85 people.
2. No one is allowed on the 3rd floor balcony.
3. Smoking is strictly prohibited anywhere in the building.
- 4. You may perform the ceremonial blessings on the challah and wine in the sanctuary following the service. No food may otherwise be distributed to your guests inside the building.**
5. Any floral arrangement may not disrupt the existing furnishings and shall not create a safety hazard. The renting party at the conclusion of the ceremony must remove all arrangements.
6. The renting party is responsible for clean up and trash removal.
7. Any damage to the building or its contents as a result of the party's use of the building is the responsibility of the renting party.
8. The use of any flammable materials, including candles, inside the building or its

surroundings is strictly prohibited.

Families reserving the Museum for a Bar Mitzvah, Bat Mitzvah, or wedding are responsible for providing all ceremonial objects, including a Torah, and arranging for a rabbinic officiant.

The Society may have displays as part of the exhibit in the sanctuary area but will make every effort to minimize the aesthetic impact in the sanctuary.

Please be aware that the historic building is constantly undergoing restoration and repair that may be in progress at the time of your event. The Society will make every effort to minimize any restoration or repair work's impact on your event.

RENTAL FEE: \$950

1. For building occupancy not to exceed four hours.
2. Non-refundable deposit of \$100 must accompany all reservations.
3. Additional rehearsal fee of \$50, for up to two hours. Rehearsals must be scheduled with the Museum staff.
4. Fees subject to adjustment for special requirements.
5. The balance is payable on the day of your event.

All planning sessions, and deliveries must be scheduled in advance with the Museum office.

The Society may be able to provide limited table and chair arrangements according to the instructions of the renting party.

A member of the Museum staff will be present at your event and available to help with arrangements and assure that all of the conditions of this agreement are met.

Agreed by: The Jewish Historical Society Agreed by: Renting Party

Executive Director

(Signature)

Date: _____

(Please print name)

Initial: _____

Date: _____

Deposit Received Date

Bar/Bat Mitzvah's or Bride & Groom's Name(s):

Rehearsal Fee Received Date

Rabbinic Officiant's Name:

Balance of Fee Received Date

(Phone)