

CONGREGATION SHAAR HASHAMAYIM
Rabbi Yosef Viener – Rav
71 East Willow Tree Road, Spring Valley, NY 10977

SIMCHA HALL RENTAL AGREEMENT

Rental Date(s): _____ through _____

Renter's Name: _____ () Member () Non-Member

Address: _____ Cell: _____ Email: _____

For Shabbos (Check all that apply)	For Weekdays (Specify time of Simcha)	
	From	To
Friday Night ()	Morning	
Kiddush ()	Afternoon	
Shabbos Day ()	Evening	
()	Night (incl. Motzei Shabbos)	

Name of Caterer: _____ Tel: _____

Contact Person: _____ Tel: _____

Type of Simcha/Event: _____

RENTAL FEES	Single Event	Multiple Shabbos Events*	Weekday Bris	House Kiddush
Member	\$700	\$950	\$450	N/A
Non-Member	\$900	\$1300	\$550	\$500

Rental Deposit: 50% of the cost of the event paid by **Zelle (shulaccounts@gmail.com) or check****.

Security Deposit: \$175 paid by **check**.

Final Payment: Balance paid no later than **3 weeks** prior to the event, or the booking will be canceled.

***Motzei Shabbos event after multiple Shabbos events is \$300 (no cleaning provided after Shabbos).**

**** Additional 3% convenience fee for credit card payments.**

No reservations for the Simcha Hall are binding until 1) this agreement is signed and approved by Mrs. Gitty Horowitz (845-216-9572), Simcha Hall Manager; 2) the Rental Deposit and the Security Deposit are received; and 3) email confirmation of reservation is sent by the Simcha Hall Manager to the Renter.

Upon receipt of the Final Rental Payment, access to the Simcha Hall for party planners, caterers etc. will be provided beginning 10 am Friday for a Shabbos Simcha or 4 hours before the scheduled start of a weekday simcha/event. Access will NOT be granted until final payment is made.

Advance Reservations Policy: Members can reserve the Simcha Hall up to 2 years in advance. To hold the reservation, a deposit of 50% (and Security Deposit) is required. If deposit is not paid, another individual, whether member or non-member may schedule an event at that time and the original member who scheduled will lose their slot. Non-members may schedule an event up to 6 months in advance.

The Simcha Hall rental is subject to the following terms and conditions:

- Clean Up:** Simcha Hall must be left in “broom swept” condition after events. Renter must arrange to have all garbage removed and placed inside of dumpster. If the dumpster is full, then place garbage bags on side of dumpster. Do not place garbage in front of dumpster. Tables and chairs that belong to the shul must be put back as originally found. **Any additional cleaning fees incurred due to the condition of the Hall after an event will be passed on the Renter.** All food, props, catering equipment, etc. must be removed from the premises **within 4 hours** after Shabbos or after the scheduled end of a weekday simcha/event. Any food or remaining items after these times will be discarded. Please notify appropriate parties. Rental items (chairs, tables, etc.), must be folded up, stacked, placed neatly in a corner within 4 hours after Shabbos and removed prior to Sunday morning. **If the Renter complies with the items listed in this section, the Security Deposit will be returned promptly after the Simcha/event. Otherwise, part or all of the Security Deposit will be retained by the Shul and will be considered an additional Rental Fee. The determination of how much of the Security Deposit will be decremented will be determined at the sole discretion of the Shul. For example, if furniture or appliances are delivered a day or more prior to an event or removed a day or more after an event, the Security Deposit will generally be decremented, subject to the size of the item(s), amount of time, and the inconvenience caused.** Any damage, actions, or lack thereof, by a service provider directly hired by the Renter, or another service provider hired by a service provider that was hired by the Renter, is the sole responsibility of the Renter, and the responsibility for any issues caused by such services providers will be attributable to the Renter. **INITIALS** _____
- Food:** All caterers must be pre-approved by the Rov. No private food is allowed at a Shabbos Kiddush. Cold/Parve outside/homemade food at private events such as a family meal or Shalom Zachor is allowed. If alcoholic beverages are served, Renter is responsible for compliance with New York State underage drinking laws.
- Music:** Music shall not be loud enough to disturb neighbors. All windows and doors **MUST** remain closed while music is playing. During an evening event, the Shul reserves the right to request that the music be lowered so as not to interfere with Davening or Night Seder. All music must stop by 10PM.
- Use of Mechitza:** With respect to Member rentals, Mechitzas are required during a Kiddush or an event that involves the whole shul. Mixed seating is allowed for private Shabbos meals or private events. With respect to Non-Member rentals, please consult your own Halachic advisor.
- Chairs/Tables:** The Simcha Hall is rented in “as is” condition. The rental includes 200 banquet room chairs, 16 plastic round tables (60 inch), and 10 plastic rectangular tables (6-8 ft). No tables or chairs from the shul may be brought downstairs for use in the Simcha Hall at ANY time under ANY circumstances. Failure to abide by this rule may result in loss of Security Deposit.
- Shabbos Rental:** The Shul uses the hall for Sholosh Suedas during the winter months. Any Simcha must be finished and cleaned up one hour before Mincha. Alternatively, Renter can sponsor Sholosh Suedas and invite Shul members to join. Please be aware that there is no clean up provided between Shabbos and Motzei Shabbos when renting the Shul for a weekend. If you would like to use the hall for a Melava Malka on a Motzei Shabbos of ur event, an additional \$200 will be charged.
- House Kiddush:** A House Kiddush is a Kiddush being sponsored in honor of, or for the benefit of the entire shul **AND** does not relate to a personal family Simcha. Examples of such Kiddushim are: A Kiddush in honor of Shabbos Mevarchim, a Kiddush in honor of Choson Torah or Choson Beraishis. A Non-Member House Kiddush can only be booked within 7 days of the Kiddush date.

8. **Single/Multiple Events:** A Bris on Shabbos and a Kiddush in honor of that Bris the same Shabbos are considered a single event. Two (2) meals on Shabbos, although celebrating the same event, are considered Multiple Events. Motzei Shabbos is NOT included in a Multiple Event rental and is treated as a separate Single Event even if it immediately follows a Shabbos Multiple Event and is part of the same Simcha.

9. **Parking:** The Hall has a parking lot with 50 parking spaces. Renter is highly encouraged to arrange for parking attendants – Chaveirim of Rockland offers this service at a fee. **For events beginning after 6:00 PM on Monday-Thursday, if the Renter retains the parking attendant service of Chaveirim of Rockland, a 10% Rental Fee discount will be applied after the event.** Fire lanes, entrances and exits may not be used for Parking and vehicles may be towed at the Car Owner's expense.

The Renter must notify guests prior to the Simcha of the following Shul parking rules (a downloadable PDF with a map and parking directions can be found on the Shul's website):

- a) **If the Shul's parking lot has reached its capacity, please exit the lot and proceed to Rochelle Lane. Rochelle Lane is adjacent to the parking lot entrance/exit.**
- b) **You must park only on the West and North sides of Rochelle Lane.**
- c) **You may not park on the East and South sides of Rochelle Lane, as it poses a danger to the Rochelle Lane residents because emergency vehicles cannot pass when cars are parked on both sides of the narrow street.**

10. **Damage:** Renter will be held responsible for any damage caused by unsupervised children or for any damage caused by lack of ordinary care and consideration of the premises. The Security Deposit will be retained by the Shul and will be considered an additional Rental Fee. Retention of the Security Deposit shall not preclude the Shul from recovering from the Renter the actual cost of any damages.

11. No taping anything to any surfaces allowed.

12. **Reservation Policy:** Reservation is not guaranteed until payment is made in full as per the terms of this agreement and an email confirmation is received by the Hall guaranteeing the reservation. Verbal confirmations will not guarantee reservation of the Hall.

13. **Cancellation Policy:** Deposits and Security Deposits will be returned if the reservation is cancelled due to reasons beyond the control of the Renter.

Signature: _____

Date: _____

In the event of any issues on the day of the Simcha, please reach out to:

- 1) Primary Contact: Mr. Eli Liebowitz @ 347-242-7603 (By TEXT MESSAGE Only)
- 2) Secondary Contact: Mrs. Gitty Horowitz @ 845-216-9572