

**K. ROOM USAGE AGREEMENT**

RSNS invites you to continue the celebration of your *simcha* in our space. Below, please provide the following information:

Event Date: \_\_\_\_\_ Expected Number of Participants: \_\_\_\_\_

Event Type: \_\_\_\_\_ Room: \_\_\_\_\_

Event Description: \_\_\_\_\_

Name of Responsible Party: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Caterer Name: \_\_\_\_\_

Caterer Phone: \_\_\_\_\_ Caterer Email: \_\_\_\_\_

**ROOM RATES (as of January 2023-subject to change)**

**Social Hall/Blue Room/Back Parking Lot/ Courtyard: \$200.00 per hour**  
(hourly fee must include set up and clean up time by our custodian(s))

**Please contact Liza Wilson at (516) 627-6274 if you would like to rent the Courtyard with our 30x40 tent.**

***\$200.00 deposit is required to reserve your room.***

***Please make the check payable to RSNS, or pay directly through your Shulcloud account.***

- *Rates will cover the fee of one (1) security guard and one (1) custodian.*
- *Less than 100 guests will require one (1) security guard. More than 100 guests will require two (2) security guards at the expense of the responsible party at the current hourly rate.*
- *The synagogue will provide 10 tables, 100 chairs, and 10 cocktail tables.*
- *The Responsible Party, or their vendors, must provide staff to set up and clean up the food, which includes taking the trash out to the dumpster. It is the Responsible Party's responsibility to ensure that the facilities are left in the same condition in which they were found.*

### **Additional Rules**

1. All caterers, party planners, and coordinators must be approved by RSNS when the contract is signed.
2. All vendors must provide a certificate of \$1,000,000 liability insurance naming RSNS as an additional insured at least one month prior to the event. This includes Workman's Compensation, General Liability, and Liquor Law Liability. Alcohol of any kind **may NOT** be served without a valid N.Y.S. liquor license, which must be provided at least one week prior to the event.
3. All storage spaces used must be left in the original condition or an additional fee may be charges.
4. A \$200 deposit due upon the signing of the contract. Balance must be paid in full **ONE WEEK PRIOR** to the event. If fees are not collected, **RSNS reserves the right to cancel the event.**
5. RSNS reserves the right to charge additional fees should the event not adhere to the terms of this contract and/or the facility costs associated with this event rise (for example, more guests than contracted for attend, janitorial costs rise).
6. All decorations must be flameproof and free standing and are subject to approval by RSNS. Smoke machines, sparklers, flame throwers, birdseed, rice, and glitter are prohibited on the property and inside the synagogue.
7. The timing of all deliveries for the event must be coordinated with the synagogue office.
8. As we are a Jewish establishment, the laws of Kashrut must be observed in accordance with the standards set forth by our Ritual Advisory Committee.
9. Pursuant to State Laws, RSNS has adopted a smoke-free policy in all parts of the facility.
10. Responsible Party will comply with all requirements of laws, ordinances, orders, and regulations of the Federal, State, County, and Municipal authorities and with the directions of any public officer called to the premises while engaged by the Responsible Party.
11. RSNS shall have no responsibility for failure to supply any service when prevented from doing so by strikes, accidents, weather, or any cause beyond the synagogue's reasonable control, or by orders or regulations of any governmental authority, or failure of oil or other fuel supply, water, gas, electricity, heat, or air conditioning.
12. Responsible Party agrees to indemnify RSNS for any and all damages caused by or to any person participating at the function, whether such damage is caused by the use of alcohol or otherwise.
13. Responsible Party agrees to hold RSNS harmless from any damages caused to or by any person who is a participant at the function in the event there is legal action arising from the use of the premises and/or the sale or furnishing of alcoholic beverages on said premises.
- 14. Gratuities for maintenance and security personnel are strongly encouraged.**

## L. CATERING AND KASHRUT

### KASHRUT POLICY

The term *kashrut* refers to the dietary laws, rules, and regulations and their observance. The significance of *kashrut* continues to be recognized in modern times. In his writings, Mordecai Kaplan, the founder of Reconstructionist Judaism, wrote the following:

1. *Kashrut* links us to past generations.
2. It creates a Jewish style of life. It has contributed to the perpetuation of the Jewish people and the retention of its way of life.
3. It serves as a means of Jewish identification and distinctiveness.
4. It can generate spiritual values in that it can habituate the Jew to the practice of viewing the commonplace physical need for food as a source of spiritual values.

According to Kaplan, the tradition of *kashrut* should not be viewed as a “law” commanded by God, or understood as a mystic communion with God. The observance of *kashrut* should not be regarded as hygienic, as intending to help one earn salvation in the here or the hereafter, or to produce a marked effect upon one's character. *Kashrut* practices should be seen as traditional folkways that contribute to Jewish atmosphere of the home, and in solidarity with those Jews who are *kashrut* observing.

Most of the dietary laws are found in Chapter 11 of Leviticus and Chapter 14 of Deuteronomy. The following foods are permitted:

- ◀ all vegetables and plants
- ◀ all four-footed animals that chew the cud and have cleft hooves
- ◀ all fish having both fins and scales
- ◀ all fowl that are considered to be kosher

The Ritual Committee has studied the subject of *kashrut* and has adjudicated how it applies to our synagogue. Our priorities are to keep a connection to tradition, to create a comfortable place for all Jews, and to be as inclusive as possible. Our rules are as follows:

1. Do not mix meat and dairy at *any* event.
2. Only kosher caterers may bring and/or prepare meat in our facilities.
3. You may use dairy foods either brought from home or from a caterer
4. You may use any food from certified kosher caterers

*Note:* A more restrictive set of rules applies to Pesah. If you have specific questions, please contact a member of the clergy team.

## M. SYNAGOGUE POLICIES

The next two pages contain lists of rules that must be given to and signed by your caterer, photographer, and/or videographer and returned to the synagogue office.