



## Non-Profit Organization Application for use of Temple Facilities

2710 Park Avenue, Bridgeport, CT 06604-1302

Phone: 203-336-1858 Fax: 203-367-7889

www.cbibpt.org

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

Address: \_\_\_\_\_ City and Zip Code: \_\_\_\_\_

Email: \_\_\_\_\_ Best Contact Number: \_\_\_\_\_

Type of Event (Bar/Bar Mitzvah, Birthday, etc.): \_\_\_\_\_

Event Date: \_\_\_\_\_ Starting at: \_\_\_\_\_ Ending at: \_\_\_\_\_

No of Guests: \_\_\_\_\_

### Areas of Synagogue Requested:

**Three Hour Social Event**—Anytime except Saturday nights; includes Temple tables and chairs and three hours security guard.

- |  |        |           |
|--|--------|-----------|
| <input type="checkbox"/> Social Hall                             | \$ 480 | \$ _____  |
| <input type="checkbox"/> Social Hall and Sanctuary Lobby         | \$ 580 | \$ _____  |
| <input type="checkbox"/> Pavilion (*includes outside Patio)      | \$ 300 | \$ _____  |
| <input type="checkbox"/> Pavilion and Chapel Lobby               | \$ 400 | \$ _____  |
| <input type="checkbox"/> Social Hall and Pavilion*               | \$ 780 | \$ _____  |
| <input type="checkbox"/> Social Hall, Pavilion* & 1 Lobby        | \$ 880 | \$ _____  |
| <input type="checkbox"/> Sanctuary Lobby or Chapel Lobby (alone) | \$ 150 | \$ _____  |
| <input type="checkbox"/> Social Hall, Pavilion* 2 Lobbies        | \$ 980 | \$ _____  |
| <input type="checkbox"/> Breakage Deposit (Refundable)           | \$ 500 | \$ 500.00 |
| <input type="checkbox"/> Additional Rental Rate per Hour         | \$ 125 | \$ _____  |

Total \$ \_\_\_\_\_

**Five Hour Social Event or Saturday Night Event**—Includes Temple tables and chairs and five hours security guard.

<input type="checkbox"/> Social Hall	\$ 800	\$_____
<input type="checkbox"/> Social Hall and Sanctuary Lobby	\$ 900	\$_____
<input type="checkbox"/> Pavilion (*includes outside Patio)	\$ 500	\$_____
<input type="checkbox"/> Pavilion and Chapel Lobby	\$ 600	\$_____
<input type="checkbox"/> Social Hall and Pavilion*	\$1,300	\$_____
<input type="checkbox"/> Social Hall, Pavilion* & 1 Lobby	\$1,400	\$_____
<input type="checkbox"/> Sanctuary Lobby or Chapel Lobby (alone)	\$ 250	\$_____
<input type="checkbox"/> Social Hall, Pavilion* 2 Lobbies	\$1,500	\$_____
<input type="checkbox"/> Breakage Deposit (Refundable)	\$ 500	\$ 500.00
<input type="checkbox"/> Additional Rental Rate per Hour	\$ 125	\$_____
Total		\$_____

**Room Capacities** (“approximate”, using 60” round tables with seating for 8):

<u>Room</u>	<u>Full Seating/Served Reception</u>	<u>Standing Room Capacity*</u>
<b>Social Hall (58' x 54')**</b>	175**	300
<b>Sanctuary Lobby (25' x 50')</b>	70	90
<b>Pavilion (26' x 48')</b>	80	100
<b>Pavilion Lobby</b>	40	65
<b>Patio (16' x 44')</b>	60	75
<b>Chapel</b>	110 Seating Capacity	
<b>Sanctuary</b>	280 Seating Capacity	

\* This number assumes that the room is empty of all furniture and/or fixtures.

\*\* Includes full dance floor, 21' x 21'.

1. Food is not permitted in the Sanctuary or Chapel at any time.
2. Two simultaneous events may be held with food service if the same caterer is being hired by both parties **or** one caterer does not require use of the kitchen at all.
3. Prices are subject to change without notice, but prices listed in a confirmed application will be honored.

Please sign and return one copy of this application to the Temple office with a **50% deposit** of the total rental charge to secure your reservation. **This deposit is non-refundable with the exception of the following: (a) the Temple is unable to accommodate the date and time of your event or, (b) you request a refund, in writing, within 30 days of the date of this application or, (c) the Temple is able to rent the space to another family.** Full payment is due 60 days prior to the event.

I (We) request permission to use Congregation B'nai Israel's facilities checked off in this application on the date and at the time indicated.

I (We) agree to abide by B'nai Israel's policies and procedures regarding use of the facilities (as stated in the Congregation's **Approved Catering, Party Planning and Entertainment Agreement**) and to be responsible for any expense incurred by the Temple due to either (a) the failure to abide by the Temple's policies and procedures or (b) any damage to the Temple which, in either case, is not covered by the insurance of any subcontractors (caterer, party planner, photographer, videographer, etc.) employed by Me (Us).

I (We) understand that each contractor and subcontractor must provide a current **Certificate of Insurance** to the Temple providing a Certificate of Workers Compensation Insurance and General Liability and Umbrella Liability insurance with a limit of \$1,000,000 naming Congregation B'nai Israel as an additional insured. If liquor is dispensed, the certificate should include Liquor liability in the amount of \$1,000,000.

Furthermore,

I (We) agree to indemnify, defend and hold harmless Congregation B'nai Israel from any and all claims for personal injury or property damage which are claimed to have arisen out of or to have been related in any way whatsoever to the use of the facility or which are claimed to have occurred during the time period of the applicants use of the facility.

I have read the Approved Catering, Party Planning and Entertainment Agreement and agree with the terms.

\_\_\_\_\_  
Signature of Applicant                      Date

\_\_\_\_\_  
Lynn Lynch                                      Date  
Facility Rental Coordinator

\_\_\_\_\_  
House Committee Chairperson    Date

This Agreement is confirmed when a signed copy has been returned to the Applicant.

Return Application to:    Lynn Lynch (email to [lynn@cbibpt.org](mailto:lynn@cbibpt.org))  
   Congregation B'nai Israel  
   2710 Park Avenue, Bridgeport, CT 06604