

## Facility Rental Agreement

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This facility rental agreement between:

**Ner Tamid Greenspring Valley Synagogue** (owner) and

«**Name**» (renter)

«**Address**»

Phone Number:

Will commence on:

Both parties agree to the following Terms and Conditions:

Type of Event:

Date of Event:

Time of Event:

Number of Guests:

Caterer:

Rental from outside Company:

→ **Payment Details:**

Item	Price	Total due with contract	Date deposit received	Date balance due

**Any past due invoices will be subject to a \$20 late fee.**

### Terms and Conditions:

→ **Reservations:**

A 50% deposit will be due upon the signing of the contract for the reservation of the date requested. Balance must be paid in full 60 days prior to the event. Furthermore, **a \$250 security deposit, dated with the event date**, will be required before the reservation can be confirmed.

## NER TAMID SYNAGOGUE

6214 Pimlico Road,  
Baltimore, MD 21209  
410.358.6500

Members of the congregation must be in good standing to be eligible for the member discount. The balance due on a member's account must be paid in full at least a month before the event.

### → Hours of Operations:

Events on Saturdays and Jewish Holidays:

- Events may not begin before 11:45 AM
- If only 2/3 of the hall is rented the Shul reserves the right to use the remaining 1/3.
- All food and all other material must be brought in the facility no later than one hour before sunset on Friday or the day before a Jewish Holiday. Nothing may be removed until one hour after sunset on Saturday or a Jewish Holiday
- Premises for an afternoon affair must be vacated by 4 PM
- Premises for an evening affair must be vacated and cleaned by 1 AM

The Client will not be provided with additional time for equipment pick-up. All property belonging to the Client or its contractors shall be removed no later than 2 PM on the day following the date of reservation.

### → Services offered:

The Owner will provide staff during the event should any issue arise. The owner's staff will provide entry to the facility as well as close the facility upon conclusion of the event.

Microphone and projector can be provided for an additional fee of \$50.

### → Miscellaneous Terms:

No live animals will be allowed on the premises.

All guests attending the event shall remain into the designated areas.

The Client will be held responsible for all guests on the premises.

The Client's guests number may not exceed the allowed number of guests in the facility at any time during the event (300).

The Owner will not be held liable for any property left on the premises after the event's conclusion.

No smoking will be permitted in any area of the facility at any time.

If alcohol is being served it is the responsibility of the Client to provide a bartender and cannot be served without one. Loose bottles of alcohol may not be put out on tables. The bartender and the caterer must strictly adhere

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to all laws about not serving alcohol to minors and to refrain from serving additional alcohol to adults who appear to be inebriated. **Initials:** \_\_\_\_\_

All food served in our facility must be supplied by a Kosher caterer approved by the Rabbi.

**Ner Tamid is a Nut Sensitive facility and no food containing nuts of any kinds can be brought in. Initials:** \_\_\_\_\_

Nothing may be affixed to the walls, tables, art, mechitzah, ceilings or chuppa, etc... Confetti may not be thrown in the Sanctuary or used on or around tables without specific written permission from the congregation.

**The Owner is not responsible for any set-up or clean-up of any event. This is the responsibility of the Client. Initials:** \_\_\_\_\_

➔ **Cancellation Policy:**

Cancellations at least 3 months prior to the date of the event will forfeit the rental deposit. Any refunds after that date will be based on the congregation’s ability to rent out the hall on that date.

Should the Owner choose to cancel this Facility Rental Agreement due to Client’s violation of the terms of this agreement, any fees paid by the Client are considered non-refundable.

➔ **Indemnification:**

Client agrees to hold facility harmless shall any liabilities, claims, or causes of action that may take place as a result of the Client's use of the Facility. Client is responsible for any damage by the Client, any of the Client's guests, anyone attending the Client's event, or by any vendor. The cost to repair any damage, shall be deducted from the security deposit.

➔ **Acceptance:**

Client has read and acknowledges this agreement in its entirety.

Client First Name, Last Name:

\_\_\_\_\_

Date:

\_\_\_\_\_