



12200 Scaggsville Road • Fulton, MD 20759

301-317-1101 • fax 301-317-1594

## MEMBER RENTAL AGREEMENT FOR USE OF TEMPLE ISAIAH PROPERTY

Event \_\_\_\_\_ Event Date \_\_\_\_\_ Event Time \_\_\_\_\_

Name:		
Address:		
Phone: (H)	(W)	(C)
E-Mail:		

### FUNCTION TYPE:

	Saturday Kiddush (2 hrs.)		Weekday Luncheon (3 hrs.)
	Saturday Luncheon (4 hrs.)		Weekday Evening (4 hrs.)
	Saturday Evening (4hrs.)		Sunday Evening (4 hrs.)
	Grab-n-Go (1 hr.)		Shabbat Family Dinner (1½ hr.)
	Friday Night Oneg Sponsorship		

### THE FOLLOWING INFORMATION MUST BE PROVIDED NO LATER THAN 90 DAYS BEFORE YOUR EVENT

Caterer & Outside Food Vendors <small>(Certificate of Liability Insurance &amp; Health Dept. Cert. Required)</small>
Florist/Decorator <small>(Certificate of Liability Insurance Required)</small>
Music/DJ <small>(Certificate of Liability Insurance Required)</small>
Photographer/Videographer <small>(Certificate of Liability Insurance Required)</small>

### CHARGES:

Friday Night Oneg Sponsorship	
Security Guard Fee	
Social Hall	
Multi-Purpose Room	
Lobby	
Extended Hours	
A/V System \$75	
Extra Maintenance Fee	
<b>Total Rental Fee</b>	

### TOTALS:

Total Rental Fee	
Security Deposit Refundable <i>Due with signed contract</i>	\$250 (\$100 for Grab & Go)
Due with Contract (50% of Rental Fee)	
Balance Due\90 Days Before Event	

## Agreement for Use of Temple Isaiah

**Refund Policy:** In the event of cancellation, the **security deposit** is fully refundable; however, to receive a refund of the **room rental fee deposit** (1/2 room rental fee), notice of cancellation must be received in writing no later than 90 days prior to the event. **Large party additional maintenance fee** is refundable if the number of people and/or tables is not needed. A notice of cancellation must be received in writing no later than 30 days prior to the event in order to receive the refund.

Please initial here to acknowledge the following rules of use: \_\_\_\_\_ Date: \_\_\_\_\_

- The Temple Isaiah Preschool Playground **MAY NOT** be used at anytime. Children must be supervised at all times.
- Only the rooms rented may be used for the event.
- Any wine/grape juice must be **WHITE ONLY**.
- Temple Isaiah Screens and Projectors may **ONLY** be operated by Temple Isaiah Employees. Families must bring their own laptop and come to Temple Isaiah for a trial run. **NO** audio equipment of Temple Isaiah can be used. If a family has a MAC, they must bring their own HDMI cord.

It is understood that the Applicant has agreed to and is governed by the attached Rules Governing the Use of Temple Isaiah Property adopted by the Board of Trustees of Temple Isaiah. It is understood that Temple Isaiah and its directors, officers and employees shall not be liable for injury to persons or property occurring in or about the premises from any cause whatsoever. Applicant will indemnify Temple Isaiah and its directors, officers and employees for and save it harmless from and against any and all claims, actions, damages, liability and expense in connection with injury to persons or property arising from or out of the use or occupancy by Applicant of the premises, or occasioned wholly or in part by any act or omission of Applicant, its agents, employees, or invitees of Applicant. This includes counsel fees and expenses in connection therewith. It is the responsibility of the Applicant to provide a copy of the Rules Governing Use of Temple Isaiah Property to all service providers.

This agreement shall be binding upon the parties and assigns. The parties shall execute such other supplemental agreements or other writings as may be necessary or advisable to carry out the full meaning of this agreement. If the parties agree to change any provision of this agreement, such changes to the agreement shall be in writing and signed and acknowledged by both of them. The failure of either party to insist upon strict performance of any provision of this agreement shall not constitute a cancellation, modification or waiver of the same. This agreement contains the entire understanding of the parties and there are no representations, warranties, covenants or undertakings other than those expressly set forth in this agreement. *Please note that the rules governing the use of Temple Isaiah property are subject to change.*

Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR OFFICE USE ONLY:**

Deposit Received (Security + 50% Rental Fee)	Check #:	Date Received:
Balance Received:	Check #:	Date Received:
<b>Agreements Received:</b>	<b>Certificate of Insurance Received:</b>	<b>Health Department Certificate Received from caterer:</b>
Caterer -		
Florist/Decorator -		
DJ -		
Photographer/Videographer -		
Security Deposit Returned Yes/No -		Date: