



220 S Bedford Rd, Bedford Corners, NY 10549

Rental Agreement for Facility use for Chabad of Bedford

\$1,000 damage check deposit. (fully refundable if no damage occurs)

The following agreement between _____ and Chabad of Bedford, Inc., for use of our facility for the specific purpose filled in below, and upon the terms and conditions herein specified.

The Lessee agrees to abide by the following use restrictions for Chabad Center:

- (a) Any event with over 40 parked cars requires two parking attendants to be hired at the expense of the Lessee.
- (b) Any events with more than 150 people require an off-site parking arrangement with shuttle service to Chabad - to be hired at the expense of the Lessee.
- (c) there is to be no smoking at Chabad; the use of smoke or fog machines, fireworks, open flames or any incendiary device is prohibited.
- (d) Any tent or temporary structure needs to be cleared by Chabad before applying for any permits and/or erecting. The Chabad event planner is the only one permitted to contact the town for permit.
- (e) nails, tacks, screws, hooks, picture hangers and tape may not be used or applied on walls, columns, ceilings, floors, or external surfaces of the building;
- (f) proper care must be observed to avoid defacing painted surfaces or floors;
- (g) there may be no alterations/additions to the electrical system, or overloading of electrical circuitry;
- (h) both the interior and exterior of Chabad and the surrounding yard shall be left in the same condition as found;
- (i) the kitchen may not be used for the initial preparation of food.
- (j) all caterers must be certified Kosher Chalav Yisrael Dairy and Glatt Kosher Meat, please check with Chabad before you confirm a caterer.

(k) no music or photography is allowed from Friday at candle lighting time to Saturday at nightfall. Check the ChabadBedford.com website calendar for Shabbat times.

The Lessee agrees to the following financial and related terms for this Rental Agreement: (If any of the terms or conditions are violated, Chabad has the right to retain a portion or the full amount of your damage deposit.)

- (a) Rent fee for this event will be \$3,600
- (b) Lessee is required to hire Chabad's event planner for the day at a cost of \$500
- (c) In addition, there is a clean-up fee of \$300 and a security fee of \$250.
- (d) A non-refundable rent deposit of 50% is payable upon execution of this Rental Agreement.
- (e) the Lessee will make a \$1,000 damage deposit by separate check when booking the event; this deposit will be fully refunded if no damage occurs.
- (f) all rented or leased property, such as tables, chairs, tents, etc. and any personal property must be removed from Chabad by 8 AM the day after the event unless other arrangements are made in advance; additional fees will be charged in the event that any such property remains on the premises.

Other terms:

1. All vehicles must be parked in the parking lot of the premises or elsewhere in legal parking spaces. No vehicle may be parked in front of the premises, on Route 172, on Sarles Street or Linden Lane. If additional parking spots are needed, an off-site parking location must be **arranged with shuttle service to Chabad.**
2. All individual Lessees are required to provide a certificate of insurance from their homeowner's insurance provider. All commercial Lessees are required to provide a certificate of insurance from their liability carrier. All Lessees employing outside caterers or other vendors are required to provide a certificate of insurance from their vendors' liability and workmen's compensation carriers. These certificates must name Chabad of Bedford, Inc. as an additional insured. These certificates must be tendered with the balance of rent due three weeks before the rental date.
3. The Lessee agrees to indemnify and hold harmless Chabad of Bedford, Inc. from and against any and all losses, claims, damages, liabilities, expenses (including legal and other professional fees and disbursements), judgments, fines, settlements and other amounts arising from any claim, demand, action, suit or proceeding, actual or threatened in which such indemnified party may be involved, made or brought on account of the use of the Premises made by the Lessee, its guests, invitees, staff or service providers. **Initials**_____
4. This Rental Agreement may not be assigned or sublet without the prior written consent of the Lessor.

5. This Rental Agreement is subject to the Summary of Provisions above. Violations may result in the partial or full loss of your damage deposit.

6. Chabad Furniture that is available for use: 10 – 60” round tables, 2 – 9’ rectangle wood tables, 5 – 8’ rectangle folding tables. 100 wooden party chairs, 40 fabric synagogue chairs.

Your date is not reserved until your deposit and signed contract are received by Chabad of Bedford.

SUMMARY OF PROVISIONS

You are responsible for Chabad Center when you are renting it. Please read the following key points, sign and date below to acknowledge you’ve read and agreed to the following:

Before your event:

- You and each vendor at your event must get a certificate of insurance; you are responsible for getting all certificates to Chabad 3 weeks prior to the event.
- Bring large garbage bags to accommodate your garbage
- We provide paper towels, toilet paper and liquid soap for bathrooms
- You are responsible for all deliveries and set up for your event. Deliveries should be scheduled for the morning of your event (unless you make arrangements with the Chabad)
- After being approved by Chabad, tent size must be less than 4000 square feet; your tent rental company must contact us before erecting tent to make necessary arrangements.
- Chabad Center is in a residential area. Please be respectful of the neighbors.
- Food cannot be cooked in the kitchen, stoves are for warming or reheating only
- Music and noise levels per Bedford Village Noise Ordinance must be minimized by 12:30AM on Saturday nights and 11:00PM Sunday – Thursday.

When you leave:

- Indoors must be broom clean, all garbage including recycling must be removed and disposed of in appropriate dumpsters in the northeast side of the parking lot.
- Outdoors must be clean with all debris picked up from grounds and patio
- Nothing should be left outside of dumpster. Close dumpster doors.
- All lights must be turned off, no windows should be left open
- No food or drinks should be left anywhere in the hall, including the oven or refrigerator

- Do not lean tables, chairs or any items on walls. Stack rentals on floor only. You will lose your deposit if this occurs!
- Rentals must be removed by 8 AM the day after your event (unless other arrangements were made with Chabad) If there is damage to the Hall, any of the above conditions are violated or any conditions on the Rental Agreement or Use of Hall document are violated, then Chabad has the right to retain part or all of your security deposit.

If damages or violations exceed your security deposit, Chabad has the right to collect the excess costs from you or your insurance company.

LESSOR: Chabad of Bedford 220 S Bedford Rd Bedford Corners, NY 10549

Chabad Signature: _____

LESSEE Name & Address: _____

Cell: _____ Email: _____

Type of Event: _____

Signature: _____ DATE: _____