



Chabad of Bedford - 220 S Bedford Rd. Mt Kisco

Space rental fees: \$5,000 per day, includes first floor, basement bathrooms, all outdoor spaces.

Deposit \$2,500 to hold the date.

Payment must be submitted and received within 14 days of approval or Chabad reserves the right to release date(s) requested.

Furniture: Chabad owns 10 round tables, and 100 folding chairs that are available to lessees. They are stored in the cellar and must be put back exactly where it was found.

SPACE RENTAL AGREEMENT

The following AGREEMENT between the Chabad of Bedford, Inc., for use of first floor and all outdoor areas of Chabad 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) **the maximum capacity for Chabad Center is 150 persons; 52 parking spaces.**
- (b) there is to be no smoking in Chabad Center or any tent or temporary structure erected by Lessee; the use of smoke or fog machines, fireworks, open flames or any incendiary device is prohibited;
- (c) 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;
- (d) proper care must be observed to avoid defacing painted surfaces or floors;
- (e) there may be no alterations/additions to the electrical system, or overloading of electrical circuitry;
- (f) both the interior and exterior of Chabad Center and the surrounding yard shall be left in the same condition as found;
- (g) the kitchen may not be used for the initial preparation of food.
- (h) any tent put up on the property must obtain a permit from the town
- (i) all caterers must be certified Kosher Chalav Yisrael Dairy or Glatt Kosher Meat, please check with Sara before you confirm a caterer.
- (j) no music or photography is allowed from Friday at candle lighting time to Saturday at sundown. 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, the CB has the right to retain a portion or the full amount of your damage deposit.)

(a) the term of the rental shall be the following date(s) beginning at 9:00am:

(b) the fee for the above will be \$ a non-refundable rent deposit of \$2,500 is payable upon execution of this Rental Agreement.

(c) the Lessee will make a \$1,000 damage deposit by separate check or credit card at the time balance of rent is paid; this deposit will be fully refunded if no damage occurs.

(d) all rented or leased property, such as tables, chairs, tents, etc. and any personal property must be removed from Chabad Center by 8 AM the day after the end of the rental 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 or on 172. If additional parking spots are needed applicants can negotiate an additional parking deal with the Unitarian Church next door.

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 The 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 The 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.

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 on Page 3 and the Use of Chabad Center document. Violations may result in the partial or full loss of your damage deposit.

This rental agreement is to be executed in duplicate. Please retain one copy for your records and return one copy with your non-refundable deposit of one-half of the rental fee to the Chabad of Bedford. Your date is not reserved until your deposit and contract are received by the 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 the CB
- No tape, putty, nails, etc. on any surface that will leave residue or any marks
- Ensure rental companies do not lean tables, chairs, etc. against walls. Items should be stacked on the floor
- 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 CB)
- Tent size cannot exceed 20' x 40'; 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.
- You need to state your heating or cooling preference a week before the event, it will function on a thermostat timer
- 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 Fridays and Saturdays 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 behind building
- 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 CB) 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 the CB has the right to retain part or all of your security deposit.

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

LESSOR: Chabad of Bedford 220 S Bedford Rd. Mt Kisco, NY Email: info@chabadbedford.com

Signature: _____

LESSEE Name & Address: _____ Cell: _____

Email: _____

Type of Event: _____ Signature: _____

DATE: _____

Tent Company recommendation:

Roger A&B tent company (914) 737-1659

Kosher Caterer Recommendation

Caterer	Contact
Foremost Ram Caterers, Inc.	201-664-2465 ext 121 randy@foremostcaterers.com
Main Event Mauzone	201-894-8710 www.maineventmauzone.com
Prestige Caterers	718-464-8400 516-374-9059 www.prestigecaterers.com
Nesher/Weiss Brothers Catering	718-437-3631 info@weissbrotherscatering.com
Seasons	914-472-2240 david@seasonsny.com
Zami Catering	718-627-4945 eve@zamicaterers.com
Pomp Caterers	(973) 539-4314 info@pompcaterers.com

Above & Beyond Catering	201-746-6161 events@aboveandbeyondny.com
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