



### Sun Lakes Jewish Congregation

Sun Lakes Jewish Congregation will conduct the Bar/ Bat Mitzvah of \_\_\_\_\_ (name of person) on \_\_\_\_\_ (date) at \_\_\_\_\_ (time).

Individuals must follow the established Bar/Bat Mitzvah Procedures of SLJC when setting up and conducting the Bar/Bat Mitzvah.

All fees are due 120 days in advance of the Bar/Bat Mitzvah.

#### ***BAR/BAT MITZVAH PROCEDURES***

The following procedures and/or responsibilities are outlined for conducting Bar/Bat Mitzvah Services and celebrations at the Sun Lakes Jewish Congregation for members and/or children and grandchildren of members:

1. The Chapel needs to be reserved for the date of the Bar/Bat Mitzvah (Friday evening, Saturday morning or Saturday evening. The person to contact is Michael Dar. The fee for the Chapel use is paid directly to the Chapel Board, and is made out to The Sun Lakes Chapel, in the amount of \$200.00. Arrangements for this as well can be made with Michael Dar. \_\_\_\_\_ initial here
2. A sound engineer is required to ensure that the sound system works properly and to enable the system to operate on the date required. This is also arranged with Michael Dar. A check in the amount of \$50.00 is made payable to Sun Lakes Jewish Congregation. \_\_\_\_\_ initial here
3. There is a congregation fee of \$250.00 made payable to the Sun Lakes Jewish Congregation. \_\_\_\_\_ initial here
4. If you require the use of the Chapel Center facilities (located adjacent to the Chapel, there is a fee of \$150.00 also made payable to the Sun Lakes Chapel. The congregation with an additional fee of \$25.00 accomplishes set-up of tables and chairs. A \$50.00 deposit is also required which is refundable if everything is in order. \_\_\_\_\_ initial here
5. All checks then are to be delivered to Michael Dar who will distribute them to the proper recipients. \_\_\_\_\_ initial here

6. If you desire the services of the Congregation's Cantor to participate contact should be made directly with her (Ronda Polesky – 480-330-4575). \_\_\_\_\_ initial here
  
7. To enhance the service we recommend the participation of our Organist. This can be arranged with the Cantor as well. \_\_\_\_\_ initial here
  
8. Membership of the parent(s)/guardian is required unless a grandparent is a member. All membership requirements are applicable. \_\_\_\_\_ initial here
  
9. Arrangements with the Rabbi are made separately and should be completed prior to completing all the other items listed. This will ensure that the date is available on the Rabbi's calendar. \_\_\_\_\_ initial here
  
10. Michael Dar arranges flowers for the Bema. The cost is \$75. \_\_\_\_\_ initial here
  
11. Photographs and video are not permitted during the service. \_\_\_\_\_ initial here  
If you wish to take pictures on the bema, with the Rabbi and or Cantor a separate date and time will need to be set up. Pictures may be taken following the service. Please discuss with the Rabbi.

**SUMMARY**

***Use of Chapel.....\$200.00***

***Sound Engineer.....\$ 50.00***

***Congregation Fee.....\$250.00***

***Membership based upon current rates***

***Flowers.....\$75.00***

***Use of Chapel House.....\$ 150.00 plus***

***A \$50.00 deposit, which is refundable if everything, is in order)***

***Set-up and tear-down of tables and chairs in Chapel Center...\$ 25.00***

***Note: Deposits will be forfeited if event is cancelled 45 days prior to the event.***

\_\_\_\_\_ Signature of Parent(s)/Guardian \_\_\_\_\_ Date

\_\_\_\_\_ Signature of Rabbi) \_\_\_\_\_ Date

**Contact Information for Michael Dar**

**25427 S. Glenburn Drive**

**Sun Lakes, AZ 85248**

**480-882-9022**