

Regulations regarding the use of Temple Sinai Facilities

Temple Sinai facilities will be made available to individuals or organizations whose goals are compatible with the Temple's interests and philosophy, for the purposes described below (in the order of preference for scheduling):

- A. Religious or ritual
- B. School
- C. Board meetings
- D. Committee or subcommittee meetings
- E. Educational programs; Youth Group; Adult Education
- F. Non-public use by Temple
- G. Private use by Temple members for or in conjunction with a religious event
- H. Non-affiliated non-profit organization*
- I. Private use for business purposes*

***Note:** Not available on Shabbat (Friday evenings until Saturday evening), Jewish Holidays, when religious school is in session on Wed. PM or Sun. 9 AM – 2 PM.

The office manager will maintain a yearly calendar showing events and Temple use by members and/or non-members.

The Board of Trustees, the President, or a Temple representative designated by the President shall authorize the use of the facilities in accordance with the following rules:

Rules for Use

1. Smoking is not permitted in any part of the Temple facility, or within ten feet of the Temple entrances.
2. Alcohol (except for ritual use) and illegal drugs and substances are prohibited in the Temple or on Temple property.
3. The kitchen may not be used by renters, except as set-up, clean-up, and distribution space.

4. A setup and/or clean-up fee, if required, will be commensurate with the usage of the bathrooms, kitchen, etc. and number of people using said facilities.

5. Fees may be charged using the following schedule as a guide:

Classroom	\$ 50.00
Sanctuary	\$100.00
Addition:	
Non-member weddings, etc.	\$150.00
Not-for-profit events	\$100.00
Partial use of the addition (1-3 classrooms)	min. charge \$ 50.00

Fees may be waived or modified when the Board deems it necessary or appropriate.

6. Deposits may be charged as security for the return of the premises in the condition and arrangement as found, or as requested by an assigned Temple contact with the user.

7. All users should reset rooms either as found or for the next use, as stipulated by the office manager or other appointed contact.

8. Supplementary insurance, if required for any approved rental use, must be provided at the renter's expense.

9. Supplementary rules and instructions for utilization of Temple facilities are appended.

Supplementary rules and instructions

Food: Our kitchen is kept dairy/vegetarian. No meat, poultry, or non-kosher type fish is allowed. The menu or food items must be approved by the Rabbis or office manager.

All inside garbage cans must be emptied and liners replaced. All garbage collected must be placed in the receptacles located outside near the kitchen door. Empty bottles must be rinsed and brought outside to the recycling containers. Make sure that any spills are cleaned up and that the floors are broom-cleaned.

Exiting the building: If you have adjusted the heat/ac while in the building please return the settings to where they were. All lights, except the eternal light, must be turned off. Make certain that the exit doors are locked.