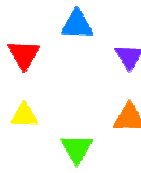


Congregation Anshei Shalom

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ANSHEI SHALOM

Rabbi Yehuda Pearl – Rabbi

rabbi@anshei.org

Andrew Scheer – President

president@anshei.org

Re: Updated Social Hall Guidelines

Dear Members,

We have put the following guidelines in place so that when planning your next simcha the reservation process will be a smooth and easy one.

Guidelines for MEMBERS:

1. Before reserving the room, all members are obligated to contact the Treasurer to check on and or to settle your account. You may not reserve the room until your account is settled and you receive confirmation from the treasurer.
2. Once confirmed, please contact Sandi Lev at 538-8056 or sandilev@gmail.com to book the room and inquire with any questions.
3. Members in Good Financial Standing are eligible to reserve the social hall for a bar/bat mitzvah for up to 3 years prior to the function and up to 1 year for all other functions. The date is determined with reference to the English date.
4. The social hall is subject to a maximum capacity for all events. Type of event, arrangement of tables in the room, etc. will determine the capacity level. Please see the attached rental policy or discuss with Sandi Lev
5. A non-refundable deposit is required before any date can be held.
6. It is strongly recommended that you also call Charnie Adler (485-7251) who holds the West Hempstead Community Calendar. Please give her your simcha information. This could potentially prevent a conflicting simcha date with another community member from one of the other Shuls.
7. Please make sure to review the “rental policies” and “caterer policies” guidelines for additional information and details.

Guidelines for NON-MEMBERS:

1. Non-members are eligible to reserve the social hall for a bar/bat mitzvah for up to 1 year prior to the English date of the affair and up to 6 months for all other functions.
2. Please contact Sandi Lev for reservations and non-member fee schedules.
3. All other member guidelines apply.

Thank you,
The Executive Board