



# Bar Mitzvah Kiddush Policy & Guide

The Shared “All Inclusive” Kiddush Program is a meaningful way to provide a celebration for your family’s milestone event and acknowledge that your family is part of the larger Central Synagogue community. It offers both families the opportunity to use the Pavilion by sharing their one hour Kiddush with the other family.

Central Synagogue has negotiated a set price with our preferred caterer (Certe’) to set up your Shared All Inclusive Kiddush in the Pavilion. This will include tables, chairs, linens, staff and a set menu determined by the number of guests you are expecting.

## Each Shared All-Inclusive Kiddush includes:

- Guest Count:** up to 160 guests per family
- Seating:** seating for 75 people per family
- Menu:** Bagels with lox, cream cheese, butter, and jelly, egg stratta, noodle kugel, french toast, green salad, tuna salad, egg salad, whitefish, fruit, pound cake, and cookies, and orange juice, coffee, tea, and water (No additional items may be added to this menu.)
- Duration:** One hour only, if using the Pavilion. For a longer luncheon, Lese Lobby is available. Please see the regular [Congregant Room Rental Rates & Policy](#).
- Cost:** \$800 per family for Pavilion room rental, tables & chairs – **paid to Central**  
 \$35 per person for food, staff, and cloth table linens – **paid to Caterer (Certe’)**  
 \$1,500 an hour for a private event providing that no other family has expressed an interest on that day.  
 (can be booked 6 months prior)

## Timing

| Saturday Shabbat | Service Time   | Kiddush Time    |
|------------------|----------------|-----------------|
| First Service    | 9:30am-11:00am | 11:00am-12:00pm |
| Second Service   | 11:30am–1:00pm | 1:00pm-2:00pm   |

## Shared Kiddush Reservations

Reservation requests for the *Shared Kiddush Program* should be submitted starting 1 year in advance of the requested event date. If you choose to participate in the program and at the time happen to be the only family, keep in mind that at any time **within 2 months of your date**, the other Bar Mitzvah family may choose to join in the Shared Kiddush. Submitting the Bar/Bat Mitzvah Shared Kiddush Form or a verbal request for a space does not guarantee you are booked. All requests must be confirmed with a hard copy signed contract.

If at 6 months out, the Pavilion has not yet been reserved for a Shared Kiddush and no other family has yet to express interest in the space, you may have the option to book it as a private room rental.

A courtesy call to the other families will ultimately determine weather or not you may book the Pavilion as a private room rental. The private rental will be charged at the regular room rate at the same time ensuring that your event will remain Private.



## Shared Kiddush Confirmations & Contracts

Six months prior to your event, the Events Department will review all reservations for the month and inform the interested parties of the availability. A contract will then be issued and parties will be notified of their catering options. Catering contracts and payments will be handled directly with the caterer. If the family wishes to hold a private event, they will be charged the private event room rental rate. This can be booked up to 6 months prior providing that no other family has expressed an interest in the room on that day.

## When Planning Your Event

- No personalized or otherwise special *kippot* are allowed to be handed out at services.
- We do not make announcements from the Bimah about Kiddush locations. Please make sure your invitations give specific directions to your guests about the location of your event
- Photo Shoot appointments for the Sanctuary must be arranged in advance. Please remember that no photography or videography is allowed during services.
- Families must provide their own decorations (eg, flowers, balloons, etc.). These must be discussed with the other family and then approved by the Events Department. Families are responsible for the set up and break down of any additional décor.
- More information can be found in the [b'nei mitzvah handbook](#).

## Effective Dates

Families with a *bar/bat mitzvah* service happening in or after September of 2016 will be part of the newly revised shared Kiddush program.

This program also applies to single-family *bar/bat mitzvah* Kiddushes held on Saturdays, Mondays, and Thursdays.

## For those families who do not wish to take part in shared program

Please refer to the other documents on our [Room Rental page](#) to find information on pricing, policies and rules of the house. You will also find spec sheets, pictures and details about each of the available room rental options.

To request a room rental, please submit the [Room Rental Reservation Form](#) starting one year in advance of your desired rental date. We are not responsible for forms submitted prior to one year in advance. All requests must be confirmed with a hard copy signed contract.

## Contact Information

If you have any questions about these procedures, please do not hesitate to contact:

**Steve Weingord**  
Events Manager  
(212) 838-5122 x3002  
[weingords@censyn.org](mailto:weingords@censyn.org)