



# Central Shule Chabad Bar Mitzvah Application Form

## PLEASE NOTE

The booking of your Simcha will be acknowledged by the Shule Office with a confirmation letter upon receipt of the completed application form together with the full booking fee. We urge you not to proceed with any arrangements for the Simcha until you have received this Letter.

### THE BAR MITZVAH BOY

Full name: \_\_\_\_\_ Hebrew name: \_\_\_\_\_

Date of Birth: \_\_\_/\_\_\_/\_\_\_ Time of birth \_\_\_\_\_ Jewish Date of Birth: \_\_\_\_\_

Place of birth \_\_\_\_\_ Which school does the boy attend? \_\_\_\_\_

### THE BAR MITZVAH

Barmitzvah date: \_\_\_/\_\_\_/\_\_\_ Parsha: \_\_\_\_\_ Haftorah: \_\_\_\_\_

Maftir: \_\_\_\_\_ Barmitzvah Parsha Teacher \_\_\_\_\_

Kiddush: Date: \_\_\_/\_\_\_/\_\_\_ Venue: \_\_\_\_\_ Caterer: \_\_\_\_\_

Reception: \* **Please see Terms & Conditions below.** Date: \_\_\_/\_\_\_/\_\_\_ Time: \_\_\_\_\_

Venue: \_\_\_\_\_ Caterer: \_\_\_\_\_

### THE PARENTS

Are you a current member of Central Shule: Yes / No

**Father's full name** (English): \_\_\_\_\_

Hebrew Name: \_\_\_\_\_ Cohen/Levi/Yisroel: \_\_\_\_\_

Address: \_\_\_\_\_ Suburb: \_\_\_\_\_

State: \_\_\_\_\_ Postcode: \_\_\_\_\_ Email: \_\_\_\_\_

Telephone No: (BH) \_\_\_\_\_ (AH) \_\_\_\_\_ Mobile: \_\_\_\_\_

**Mother's full name** (English): \_\_\_\_\_

Hebrew Name: \_\_\_\_\_

Address: \_\_\_\_\_ Suburb: \_\_\_\_\_

State: \_\_\_\_\_ Postcode: \_\_\_\_\_ Email: \_\_\_\_\_

Telephone No: (BH) \_\_\_\_\_ (AH) \_\_\_\_\_ Mobile: \_\_\_\_\_

**Marriage:** Synagogue: \_\_\_\_\_ Country: \_\_\_\_\_

Date: \_\_\_\_\_ Rabbi Officiating: \_\_\_\_\_

Current Marital Status: Married \_\_\_\_\_ Divorced \_\_\_\_\_ Remarried \_\_\_\_\_

PLEASE SEND A **COPY OF YOUR KETUBAH** AND/OR OTHER RELEVANT DOCUMENTS WITH THIS APPLICATION, UNLESS YOU HAVE PREVIOUSLY SUBMITTED MARRIAGE DOCUMENTS TO THE SHULE.

## **BARMITZVAH TERMS AND CONDITIONS** **February 2014**

### **PREPARATION**

- 1) We regard the Barmitzvah as an all encompassing communal and family occasion. Therefore we require that the family be members of Central Shule in the year preceding the Barmitzvah as well as in the year of the Barmitzvah.
- 2) The Bar mitzvah boy must attend Barmitzvah Enrichment Classes with his father on Thursday evenings at 7:30 pm, commencing one year before his Barmitzvah. Furthermore, we expect to see father and son in Shule the year before his Barmitzvah, on Friday nights and Shabbos mornings and have the Barmitzvah boy put on Tefillin 3 months before his Barmitzvah. (Please note that a fee of \$50 per term applies for weekly Barmitzvah classes.)
- 3) It is customary and encouraged that the Barmitzvah boy has his call-up at the first available Torah reading after his 13<sup>th</sup> birthday. This will normally occur at Shacharit – morning services. Please contact the Rabbi regarding this. Furthermore, at times, Barmitzvahs are delayed for a variety of reasons. Therefore, it is recommended that the Bar mitzvah has an Aliyah at the first available Torah Reading at the Central Shacharis – morning Minyan.
- 4) It is encouraged that the Barmitzvah has a full dress rehearsal in Shule before his Barmitzvah. At that time you are welcome to invite photographers to film at this event. Rehearsal dates are only available on Tuesday evenings 7:30 pm or Thursday evenings 6:00 pm. Please contact the office at least a month in advance to arrange this. Should the Barmitzvah require an extra opportunity to read his portion, this may be done **ONLY** during Shule office hours. We regret due to security reasons, the Shule is not available for rehearsals at other times.

### **THE SHULE**

- 1) If you would like the Choir to participate in the service on the day of your Simcha, please contact the choir master, Myron Blecher, directly as soon as possible on 9572 5238 or 0421 904 674. If Myron has not heard from you within 60 days of the Simcha, it will be presumed that their services are not required. There is a fee associated for the choir's participation.
- 2) Please understand that as we have a large congregation, your booking of the Shule for a Simcha does not preclude the Shule from accepting other bookings for Smachot on the day. Should this occur, you will be advised immediately. If you are booking a Barmitzvah, your son is guaranteed Maftir and one Aliyah for the boy's father only. We will always try to accommodate your needs wherever possible; however, there may be other congregants who have requirements for an Aliyah, e.g. Yahrzeit or the Rabbi's special Aliyot. All other Aliyot are allocated at the **FULL** discretion of the Gabboim of Central Shule and you will be informed of your allocation two weeks prior to the Simcha.

- 3) If your Barmitzvah is on the same day as another event (e.g. Aufruf, baby naming, etc), then should the choir be in attendance and you require a Kiddush, both parties must contribute half towards these costs.
- 4) Our custom is that you may buy the bimah on your Simcha to avoid your guests having to make a donation when they are called up. This may be discussed with the Rabbi or Shule Chairman.

### **THE KIDDUSH & RECEPTION**

- 1) Should you have a reception, this should not be booked without prior consultation with the Rabbi as there are times in the Jewish calendar when music is not permitted at a reception.
- 2) It is our custom for a Kiddush to be held in Shule on the day of the Barmitzvah. If the Kiddush is not in the Shule, we encourage that you invite the community to attend the "outside Kiddush" and to sponsor a small "in-house" Kiddush for those who are unable to attend the outside Kiddush.
- 3) All major functions (a Kiddush, L'chaim, etc.) **MUST BE** catered by either the Central Ladies' Guild or by a caterer that is accepted under Kosher Australia, together with the designated Central Shule Mashgiach. (Please note that a fee of \$50 Mashgiah fee applies for outside caterers )
- 4) If the Kiddush is to be held at another venue, the Kiddush **MUST** be kosher. If you are having a further reception on another day, it is expected that you make this a kosher function on this special day for your son.

**We agree to abide by the above terms, conditions and rules of Central Shule, and directions of the Rabbi, as are applicable on the date of the Barmitzvah.**

### **BOTH PARENTS MUST SIGN**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

## Bar Mitzvah Booking Fees

**TO SECURE YOUR BOOKING, YOU MUST COMPLETE THE FORM AND ENCLOSE THE BOOKING FEE WITH THIS FORM.**

**PLEASE NOTE: THE FINAL FEE FOR THE BARMITZVAH, HALL HIRE, CLEANING FEE OR BUYING THE BIMAH WILL BE DETERMINED IN THE YEAR OF THE BARMITZVAH.**

- Current Member Barmitzvah Fee: \$400.00 (Deposit of \$200, being non-refundable)
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- Cleaning Fee: \$250 + GST : Note - The final cost will be determined in the year of the Barmitzvah.  
 Barmitzvah Enrichment Classes: \$50.00 per term (4 terms per year). An invoice will be sent each term for these classes.  
 Mashgiach Fee: \$50

### CREDIT CARD DETAILS

Name on card: \_\_\_\_\_

Being for: \_\_\_\_\_ Amount: \_\_\_\_\_

Card number:

Expiry date:   /

Month / Year

Card type:  Visa  MasterCard

Taken by: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

### OFFICE USE ONLY:

Date received: \_\_\_\_\_

Payment Received: Yes  No

Ketubah Received: Yes  No

Member: Yes  No

Choir: Yes  No

Shabbat Kiddush date: \_\_\_/\_\_\_/\_\_\_

Confirmation Letter Sent: Yes  No

Rabbis' 1<sup>st</sup> Interview:

\_\_\_\_\_

Rabbis' 2<sup>nd</sup> Interview:

\_\_\_\_\_