

Rooms Available

- Falk Sanctuary Spector Ballroom
- Taurig Hall Beck Museum
- Portico Other _____
- Scher Chapel \$360

Number of Guests	Licensing Fee
<100	\$1350
101-125	\$1600
126-150	\$1850
151-175	\$2100
176-200	\$2350
201-225	\$2900
226-250	\$3150
*250+	\$3400

Fee includes congregation staff & security personnel

**Police Presence required for events with 500+ attendees or at congregation discretion.*

Additional fees will apply.

Deposit

\$ _____ Date: _____

Received by: _____

Balance

\$ _____

Must be paid 4 weeks prior to event

Date: _____

Received by: _____

Approved Date of Event

Event Time: _____
Event End Time: _____



**SPECIAL EVENT
INFORMATION FORM**

Thank You!

We Are Beth David

Rabbi Julie Jacobs
Daniel Fujita, President
Melody Torrens, Vice President
Iris Mizrahi, Executive Director

2625 SW 3rd Avenue
Miami | Florida | 33129
Phone: (305) 854-3911
Fax: (305) 285-5841
E-mail: info@bethdavidmiami.org

WHO'S WHO

These are the people who we are working with to make our day special.

Event Type:

___ Wedding

___ Bar/Bat Mitzvah

___ Other: _____

Main Contact

Relationship _____

Phone #: _____

Email: _____

Bride/Groom—Full Name

Phone #: _____

Email: _____

Bride/Groom—Full Name

Phone #: _____

Email: _____

Bar/Bat Mitzvah—Full Name or Other

Phone #: _____

Email: _____

Tour Date: _____

by: _____

Rabbi*

Phone #: _____

Email: _____

Communicated w/BDC Clergy: Y ___ N ___

Arrival Time: _____

Cantor*

Phone #: _____

Email: _____

Communicated w/BDC Clergy: Y ___ N ___

Arrival Time: _____

Caterer**

Phone #: _____

Email: _____

Set Up Time: _____

Break Down Time: _____

Planner

Phone #: _____

Email: _____

Arrival Time: _____

**Clergy other than Rabbi Jacobs must obtain permission from Rabbi Jacobs to officiate at Beth David as a matter of professional courtesy.*

*** Caterer must submit Catering Agreement and meet all requirements prior to being approved for the event.*

Florist

Phone #: _____

Email: _____

Set Up Time: _____

Break Down Time: _____

Photographer

Phone #: _____

Email: _____

Arrival Time: _____

Videographer

Phone #: _____

Email: _____

Arrival Time: _____

Valet Parking

Phone #: _____

Email: _____

Arrival Time: _____

All vendors must arrange in advance building access.