

# Temple Sinai

## Parents' Guide to Planning Bar/Bat Mitzvahs

Temple Sinai 50 Sewall Avenue Brookline MA 02446  
(617) 277-5888 [www.SinaiBrookline.org](http://www.SinaiBrookline.org)



Dear Temple Sinai Parents:

Every Temple community has a slightly different Bar/Bat Mitzvah culture. While many things about this joyous and momentous day, such as reading from the Torah, are universal, every Temple has its own expectations regarding both the ceremony and the celebration. For example, Temple Sinai prides itself on being a diverse and inclusive Reform Jewish community, and we want our children's coming of age to reflect these values.

The Temple Sinai Bar/Bat Mitzvah Planning Guide was developed to address two needs: first, to answer questions that many families have when beginning to plan for their child's Bar/Bat mitzvah, and second, to communicate the Temple's guidelines and expectations regarding the ceremony and celebration.

The information in this guide was compiled by Susan Laster and Hildy Neumann, with input and guidance from Rabbi Vogel and Linda Katz, the Temple Administrator. We have tried to respond to frequently asked questions, provide helpful planning tips, and indicate which Temple expectations are mandatory and which are not. We've also included a list of vendor resources that have been recommended by Temple families or others.

This guide is being given to you because your child is approaching his Bar mitzvah or her Bat mitzvah. A copy will also be kept in the Temple office for reference. We hope it will be useful to you as you begin the planning process. We also hope that it will be a "living document" – one that will be updated and expanded with tips and suggestions from successive classes.

Mazel tov!

## Table of Contents

Overview: The Bar/Bat Mitzvah Experience at Temple Sinai .....	4
General Considerations .....	7
How can people who aren't Jewish participate at a Temple Sinai Bar/Bat Mitzvah? .....	9
Bar/Bat Mitzvah Ceremony Preparation Timeline .....	10
Bar/Bat Mitzvah Celebration Chronology .....	11
Sample Bar/Bat Mitzvah Project Plan .....	12
Appendix 1 .....	13
Appendix 2 .....	15

## **Overview: The Bar/Bat Mitzvah Experience at Temple Sinai**

As Jewish young men and young women approach age 13, they are asked to consider how their roles are about to change over a long, long time. At Temple Sinai, Bar/Bat Mitzvah is a type of “gateway” to adulthood, and as our teens pass through it, they try on new ideas about adulthood, new responsibilities, and new skills that will lead them to a firm Jewish identity when they finally reach adulthood.

At Temple Sinai, the Bar/Bat Mitzvah preparation process should give teens life-long skills towards becoming an adult Jew. As teens enter through this gateway, they select and do a variety of mitzvot, the commandments of Jewish tradition that all adults should study and perform.

Our Bar/Bat Mitzvah students are encouraged to study Torah and interpret it in a D’var Torah they will present to the congregation. Building their life-long synagogue skills, students also learn the basic structure of a Shabbat morning service and lead some parts in all of it, not just in the Torah Service section, so they may walk into nearly any synagogue in the world and be comfortable, knowing “where they are” in the service. Students are asked to be involved in a project of social justice or Tikkun Olam, bringing repair to the world. And, last, students are asked to study the wide array of mitzvot in Jewish tradition, not just the ethical commandments, but also those commandments that involve ritual and study, by completing an “Exploring Mitzvot” curriculum. This way, Bar/Bat mitzvah is more than a presentation of leading the service, showing what students have accomplished before their family and friends; it is also a preparation for life-long Jewish involvement and meaning in which students gain understanding of a wide variety of Jewish practices, learning and doing.

### **The Training Process and the Service**

In the 6<sup>th</sup> grade year, parents and students participate in four “pre-Bar/Bat Mitzvah workshop” sessions, led by Rabbi Vogel and Cantor Toubes. These workshops are designed to give an overview of what becoming a Bar/Bat Mitzvah means – discussing the ideas of responsibility and obligations in Reform Judaism, growing older, being part of a community and performing acts of social justice. They allow parents and students to explore their expectations for the big event and talk about any concerns or anxieties they may have. The 6<sup>th</sup> Grade workshops are a helpful way to begin the preparation process.

Formal training for the Bar/Bat Mitzvah begins about 9-10 months before the child’s Bar/Bat Mitzvah date with an initial meeting with Rabbi Vogel, who will assign all parts for the service, D’var Torah, Torah and Haftarah readings; review the “Exploring Mitzvot” curriculum; and provide the family with names of appropriate tutors for their child. For the Saturday morning service, students prepare to lead a variety of blessings and prayers from the service in both Hebrew and English, all of which they will have learned and discussed during the Hebrew School years. In addition, our students typically chant three or four *aliyot* sections of the Torah reading, roughly corresponding to 10-15 verses of Torah, and about 5-8 verses of the Haftarah, which is taken from the books of the

Prophets. The tutors help students learn the chanting either by memorization or by teaching them the system of *trop* signs in the Hebrew text.

In addition to playing a role in leading parts of the Saturday morning service, students are given honors in the service the night before their Bar/Bat Mitzvah, specifically, lighting the Shabbat candles with parents in the Friday night service and reciting the Kiddush blessing over wine. Depending on the schedule, Friday night services begin either at 6:00 pm or at 7:30 pm.

Typically, children meet with a tutor weekly for about 9-10 months for their training; sessions with the tutor occur either at the family's or the tutor's home. Tutors work on the Hebrew reading and chanting sections of the service. Parents arrange payment for these sessions with the tutor directly. We ask that families employ one of the recommended tutors who are most familiar with Temple Sinai's standards and approach to Shabbat worship and Bar/Bat Mitzvah, and that they make initial calls to the tutor after their first meeting with Rabbi Vogel when they receive their assignments.

Rabbi Vogel and Cantor Toubes are involved throughout the training period. Students work with Rabbi Vogel on crafting a D'var Torah (interpretation of an aspect of the Torah portion). Cantor Toubes meets with students once or twice to monitor their progress on Hebrew reading and chanting. A final rehearsal is held in the Sanctuary with Rabbi Vogel about ten days before the Bar/Bat Mitzvah ceremony. (Please see the accompanying chart, "Bar/Bat Mitzvah Ceremony Preparation Timeline" elsewhere in this handbook.) Rabbi Vogel and Cantor Toubes are always available to discuss any concerns or questions you may have about your child's training and preparation.

Near the end of the Shabbat morning service, parents are invited to the Bimah to offer their own personal blessing to their child, words from the heart. This blessing may take the form of sharing your hopes and dreams for your child, recounting a meaningful anecdote about him or her, or reciting a poem to him or her. While thanking friends and family members is important, we ask that parents not take this opportunity on the Bimah to do so, and we encourage students and parents to offer their thank you's at your party or reception.

### **Bar and Bat Mitzvah and Beyond**

Students who have participated in a minimum of four years of religious school at Temple Sinai (or another comparable synagogue religious school) are eligible for Bar/Bat Mitzvah. Because Jewish learning is a life-long practice that never ceases to enrich us as Jews, the long-standing expectation of our congregation is that students will continue their Jewish education at Temple Sinai through the 10th grade Confirmation year, and beyond. Students and parents are asked to make a commitment to continue in our religious school program through the 10<sup>th</sup> grade year.

Services in which a Bar/Bat Mitzvah is celebrated are held on Shabbat mornings only. Temple Sinai does not hold Saturday evening Bar/Bat Mitzvah ceremonies.

During planning for the Bar/Bat Mitzvah celebration, you may have a variety of questions. This guide should address some of these questions. For other questions regarding Bar/Bat Mitzvah training, issues around the Shabbat service, or roles of family members during the service, please ask Rabbi Vogel. For questions regarding rental of the synagogue facilities or other fees, please contact our temple administrator, Linda Katz. For questions regarding the 6th and 7th grade curricula, please contact Education Director Heidi Smith Hyde. We will be happy to address any concerns or questions you may have.

## General Considerations

### Standards at Temple Sinai during the Service

- No photography during the service.
- Please ask that teenage guests use appropriate behavior during the service (e.g., no texting).
- The Temple's Music, Prayer & Ritual Committee asks that families not produce or distribute their own handout for Bar/Bat Mitzvah services. Temple Sinai's office creates a handout to welcome your guests.
- The Temple Sinai community provides a greeter for the preceding Friday night Shabbat service and the Saturday morning service. Families may choose to have a family member serve as an additional greeter.
- Regarding honors for family members: See the following section regarding participation in the ceremony by non-Jewish relatives.
- Please wear appropriate attire on the Bimah.

### Celebrations for Your Child and Community

- Parents are encouraged to sponsor the Friday night Oneg Shabbat at services the night before.
- Providing a Saturday morning Kiddush lunch following the service, open to the entire congregation, is encouraged.
- Inviting all the students in your child's class to the Bar/Bat Mitzvah is in keeping with Jewish values and helps create and sustain an inclusive community.
- Many Jewish families now do a candle lighting ceremony. This is a new American ritual with origin in Sweet Sixteen parties; it is not based in Jewish tradition, and is therefore optional.

There are different forms of celebration:

- Celebrations range from very informal to very elaborate.
- There is no single way to do things – the form of celebration is an individual family decision.
- This flexibility enables each family to celebrate in a way that reflects their own values, priorities and budget.

### Parents' roles vs. children's roles

- Parents
  - Arrange meetings with tutor, rabbi, and cantor.
  - Help keep the child on schedule.
  - Set and manage to the budget for the celebration.
  - With the child, plan a celebration that is meaningful to the family and reflects the family's values.
  - Handle the details of the celebration.
  - Write a personal blessing to say to your child from the Bimah during the service.

- Children
  - Learn Torah and Haftarah portion/trop and prayer assignments.
  - Write D'var Torah (with Rabbi Vogel's assistance).
  - Choose and write-up mitzvot in the "Exploring Mitzvot" curriculum.
  - Choose and perform a tzedakah project.
  - Plan the celebration with parents.

#### Other

- Many families choose to make a donation to the Temple (e.g., to the Rabbi's Discretionary Fund or the Education Fund) as an expression of gratitude.

#### Considerations for out-of-town guests

- It is not necessary to invite the parents of the child's out-of-town friends.
- Provide all directions.
- Provide transportation for the child's friends.

#### Helpful tips

- Number the RSVP cards in case someone returns one without writing in their name.
- If you use preprinted addresses on the invitation envelopes, you will need to finalize your guest list before ordering the invitations. Having the addresses written on the envelopes by a calligrapher also impacts your schedule. Consider using address labels/stickers for invitation envelopes – this will enable you to order invitations early and then print the labels yourself when the guest list is final. (They can also be used for thank you notes.) Paper Source's website provides an easy format – see the vendor list for details.
- Use envelope moistener (available from office supply store) instead of licking invitation envelopes.
- Consider swapping oneg dates with another Bar/Bat mitzvah family (less to do and/or worry about the evening before) and refer to the Temple's oneg guidelines (attached).
- Consider using some of your Saturday centerpieces at the Friday night oneg.
- Consider donating centerpieces to a charitable organization (e.g., a shelter or nursing facility) after your celebration.

#### Nice touches

- Welcome/goody bags at the hotel for out of town guests.
- Socks for girls to avoid slipping when dancing/playing games.

#### Resources

- Linda Katz, Temple Administrator, 617-277-5888 ext. 5 or [administrator@sinaibrookline.org](mailto:administrator@sinaibrookline.org).
- Friends and other Temple Sinai families.
- Green simcha guide (<http://greensimchaguide.org/>).
- "Putting God on the Guest List" by Rabbi Jeffrey K. Salkin.
- "The Bar/Bat Mitzvah Planner" by Emily Haft Bloom (there are many similar books).

## **How can people who aren't Jewish participate at a Temple Sinai Bar/Bat Mitzvah?**

Our Rabbi, Cantor and congregation are committed to welcoming everyone who comes to Temple Sinai, regardless of their religious background. We do our best to explain and include every person in the congregation, Jews as well as those who have other religious traditions.

Many families wish to give honors to their relatives, and often ask important questions about how non-Jewish relatives may be honored. There are a number of honors that non-Jewish relatives can be given during the service. Opening and closing the Ark curtains and dressing the Torah are among these honors, and at times families have also invited one or two non-Jewish family members to recite an additional English reading during the service as a way to honor them, too. Rabbi Vogel can discuss these options with you.

Some honors during the service are appropriate to be given only to Jews. For example, only those who are Jewish should actually recite the Torah blessings before and after each *aliyah* (section of the Torah) is read. Lifting the Torah is also a ritual generally reserved for Jews, as is presenting the *tallit* to the Bar/Bat Mitzvah child.

Parents of the Bar/Bat Mitzvah child who are not Jewish play a special role, and are encouraged to be present for certain honors during the service. It is important to Temple Sinai and our clergy that parents be honored as their child reads from the Torah, and stand next to their child at this significant moment. Accordingly, it has been our practice to call up the parents of the Bar/Bat Mitzvah child when the *aliyah* blessings are said, including a non-Jewish parent who might stand next to a Jewish parent reciting the blessings. The same is true of our ritual "passing the Torah through the generations"; non-Jewish parents are strongly encouraged to stand before the congregation and pass the Torah to their child. Likewise, if a non-Jewish grandparent has actively participated in transmitting Jewish tradition to the Bar/Bat Mitzvah child through the years, we encourage that grandparent to also stand in the line of the generations, but if he/she has not been actively involved, it would be more appropriate that s/he not participate in this ritual.

About one month before your child's Bar/Bat Mitzvah, Rabbi Vogel will meet with you as parents to discuss all the honors for the service in detail, and will be happy to address any questions you may have about how to honor your family members in a way that will create a joyful, meaningful and inclusive service.

## Bar/Bat Mitzvah Ceremony Preparation Timeline

<i>Type of Meeting</i>	<i>Length of Time before Bar/Bat Mitzvah Date</i>	<i>Meet with...</i>	<i>Meeting Duration</i>
<p><b>1. Initial meeting:</b> Rabbi Vogel will discuss with the student and his/her family <u>all</u> assignments and responsibilities for the Bar/Bat Mitzvah. After this meeting, parents may begin contacting a tutor. Rabbi Vogel will recommend several tutors whose teaching style/personality will be suitable for the student. Families are strongly encouraged to use a tutor recommended by Rabbi Vogel.</p> <p><b>Student and parent/s should all attend.</b></p>	About 9-10 months before the Bar/Bat Mitzvah	Rabbi Vogel	45 minutes
<p><b>2. Work with Tutor:</b> student meets with tutor on a schedule to be determined by the tutor and family to work on Torah portion and other Hebrew parts</p>	About 9-10 months before the Bar/Bat Mitzvah	Tutor	TBD by tutor and family
<p><b>3. D'var Torah Preparation I:</b> Rabbi Vogel will meet with the student to study the Torah portion together, and prepare an initial outline of the student's D'var Torah (speech) and Bar Mitzvah Statement. (Students will go home to write a first rough draft following the meeting.)</p> <p><b>Student should attend. A parent's attendance is optional.</b></p>	4½ months before Bar/Bat Mitzvah	Rabbi Vogel	30 minutes
<p><b>4. D'var Torah Preparation II:</b> Rabbi Vogel will discuss the student's rough draft written during the previous two weeks.</p> <p><b>Student should attend. A parent's attendance is optional.</b></p>	4 months before Bar Mitzvah (about 2 weeks after meeting #2)	Rabbi Vogel	30 minutes
<p><b>5. D'var Torah Preparation III:</b> Rabbi Vogel will discuss the student's second draft, with an eye towards completing the final drafts.</p> <p><b>Student should attend. A parent's attendance is optional.</b></p>	3½ months before Bar Mitzvah (about 2 weeks after meeting #3)	Rabbi Vogel	30 minutes
<p><b>6. Torah/Haftarah Check In:</b> Cantor Toubes will listen to students' Torah &amp; Haftarah portions</p>	3 months before Bar/Bat Mitzvah	Cantor Toubes	15 minutes
<p><b>7. All Hebrew Check In:</b> Cantor Toubes will listen to all Hebrew parts assigned to student</p>	2 months before Bar/Bat Mitzvah	Cantor Toubes	30 minutes
<p><b>8. Parents Check-In Meeting:</b> Rabbi Vogel will meet with the student's parent/s to "check in" about the service, the <i>aliyot</i> and family honors, the progress of the child, and any other important general issues or concerns of the family.</p> <p><b>Only parent/s should attend; students should not attend.</b></p>	4 weeks before Bar Mitzvah service	Rabbi Vogel	45-60 minutes
<p><b>9. Final Rehearsal:</b> Rabbi Vogel will meet with the student for a complete rehearsal in the Sanctuary with the student.</p> <p><b>Student should attend; a parent is strongly encouraged to attend.</b></p>	8-9 days before the Bar/Bat Mitzvah (the Weds. or Thurs. afternoon, one week before the ceremony)	Rabbi Vogel or Cantor Toubes	90 minutes

## Bar/Bat Mitzvah Celebration Chronology

1. Get date from the Temple – these dates are given out at the end of 5<sup>th</sup> grade
2. Set up a system to keep track of the details
  - a. Accordion file folder with a section for each item or a notebook with a tab/section for each item
  - b. Spreadsheet with checkboxes for when you have completed each task
3. Decide on the type of celebration you want for your child. The morning Shabbat service can be followed by:
  - a. A Kiddush luncheon at TS for whole TS community, your family, friends and children followed by more formal nighttime celebration for your family, friends, and children. (Note: The Rabbi would prefer this but it is up to you.)
  - b. A Kiddush luncheon at TS for whole TS community and your family, friends, and children, followed by a nighttime casual party for student's friends only
  - c. Off-site luncheon and party for your family, friends, and student's friends
  - d. Off-site luncheon and separate nighttime casual party for the student's friends only
  - e. No food after service and a nighttime celebration for adults and student's friends
  - f. No food after service and a nighttime celebration for student's friends
  - g. Some other form of celebration (e.g., an informal picnic and games at a park)
4. 1 year in advance: visit venues if you are planning an off-site event
5. Book your venue as soon as you can. Try to do this one year in advance since you might be competing for venues with weddings.
6. Then start planning your other arrangements. Each of these items requires a contact name, phone number, price/estimate and timeline including date to meet. Some (especially caterer, photographer and entertainment) will also require a reference.
  - a. Invitations
  - b. Catering (some venues insist you use their catering)
  - c. Entertainment
  - d. Decorations (do you want to have a color scheme to coordinate invitations, centerpieces and other elements?)
  - e. Flowers (for the bimah Friday night and your event the next day)
  - f. Photographer
  - g. Other decisions to consider:
    1. Do you want to purchase your own kippahs for people to wear at the service? (There is a basket of kippahs in the sanctuary.)
    2. Do you want to give the student's friends a party gift (e.g., a T-shirt, sweatshirt, hat, water bottle with the date)? (This is not essential and runs the risk of causing problems at school the next week.)

## Sample Bar/Bat Mitzvah Project Plan

<b>Date</b>	<b>Task</b>	<b>Done?</b>
1 year out	Select/sign contract with venue	
8 months out	Select/sign contract with DJ	
	Develop guest list	
7 months out	Select/sign contract with transportation company	
	Select/sign contract with hotel(s) for guest rooms	
	Create/mail "save date" notes	
6 months out	Select invitation & desired wording	
	Select/order invitations	
5 months out	Select/sign contract with photographer	
	Select/sign contract with pianist	
	Plan menu with venue/caterer	
2 months out	Address invitations (all known, may need to wait for camp/school)	
	Develop preliminary seating chart	
	Prepare directions to include with invitation	
	Plan centerpieces	
	Schedule meeting with DJ	
	Mail invitations	
	Purchase clothes, shoes, accessories	
	Acquire (e.g., purchase, borrow, receive as gift) tallit	
	Order kippot & favors	
1 month out	Confirm transportation	
	Finalize party schedule and details with DJ	
	Hotel room cutoff date	
	Purchase thank you gift for tutor	
	Plan aliyot & honors	
3 weeks out	RSVPs due; follow up on missing RSVPs	
	Check in with photographer	
2 weeks out	Meet with Administrator Linda Katz to finalize logistics at temple	
	Finalize seating plan	
	Purchase paper goods for oneg & brunch	
	Follow up with florist	
	Order flowers for bimah (coordinate with Linda Sherman, Temple Secretary, 617-277-5888 ext. 3)	
	Rehearsal at temple	
	Plan/order food for oneg	
	Plan/order food for Sunday brunch	
	Finalize transportation pick-up times	
	Make salon appointments	
	Make place cards	
	Choose/order thank you notes	
	Confirm final details with venue	
1 week out	Make welcome bags for hotel guests	
Day before	Purchase challahs for Shabbat	
	Bring to venue: centerpieces, favors, place cards, numbered table plan, any instructions	
	Oneg Shabbat	
Day of	Bar/Bat mitzvah & celebration. Bring: challah, list of student's friends for bus, contracts and envelopes with checks/tips for DJ/MC, keyboardist, photographer	
Day after	Brunch for out-of-town guests	
2 weeks after	Write thank-you notes	
	Make donation to Temple (optional)	

## Appendix 1

### ONEG SHABBAT GUIDELINES 7:30 p.m. Erev Shabbat Services

#### ***What to bring***

You can decide what you would like to provide - be as creative as you would like. Some of the recent menus have included: dried and fresh fruit, *challah* and jam, vegetables and dips. Cakes, cookies and pastries (home made, from a store or from a bakery) are always well received.

Everything can be brought to the Temple right before services and placed downstairs in the kitchen. You can also bring them to the Temple on Friday before 1:00 p.m., making sure they are labeled as being for the Temple's oneg.

The following are items that you will need to bring:

- challah* for the *kiddush*
- beverages, such as seltzer, juice and sodas
- milk or cream
- 1-pound can of decaf coffee (coffee is optional)
- dish towels for clean-up

*The Temple provides sugar, sugar-substitute and very basic-quality plates, napkins, tablecloths and plastic utensils. If you would like something more festive, please feel free to substitute your own.*

If you would like to have the food catered and delivered to Temple Sinai, the office is open from 9:00 am to 1:00 pm on Fridays. However, please notify the office in advance. A few local bakeries include:

- \*New Paris Bakery 617-566-0929
- \*Cheryl Ann's Bakery 617-469-9241

#### ***Setting Up and Cleaning Up***

Mario Calderon (our custodian/accommodator) will set up trays and put everything out for the *oneg*. If you are expecting a large group of attendees, it would be appreciated if you could help by arranging trays/platters of food ahead of time. Mario will also prepare hot tea, and put out plates and utensils. If you provide a can of coffee (decaffeinated preferred) he will brew it and set it up on the beverage table in Ehrenfried Hall.

We keep some serving plates and utensils in the locked tan cabinet to the right of the kitchen entrance and in the glass-fronted cabinets to the left of the entrance. If you want or need something special or are expecting a large crowd, please bring extra serving items with you. The lock combination is 3618.

Please be sure to return the washed dishes to the cabinet after the *oneg* and reset the lock.

Please do not put food into the cabinets.

Mario will clean up afterwards (this does not include washing dishes.)

*Help us to keep Temple Sinai green! Because Temple Sinai strives to be as environmentally responsible as possible, we have adopted the following policies:*

Dishes and cups

- *If you are going to wash and reuse dishes & cups, bring whatever utensils and dishes you would like*
- *If you are not going to reuse them, please purchase only recyclable plastic, and be sure to put them into the recycling containers at the end of the evening*
- *If you can't get reusable/recyclable plastic, buy paper instead because it biodegrades in the trash.*

Paper goods *If possible, buy ones made from recycled or post-consumer materials*

Plastic silverware: *These can also be washed and reused.*

No styrofoam, please

**Flowers**

If you plan to donate flowers for the *bimah* and/or *oneg* table, you can use your own florist or call one of the following florists familiar with Temple Sinai:

\*Albert's of Brookline 617-232-3353

\*Stephanie's Flowers 617-469-4747

If you prefer, the Temple office will order the flowers for you if you call by Wednesday. The florist will send the bill directly to your home. You can specify the colors or type of flowers you want in the arrangement. The *bimah* flowers should be not more than 32" high and should be delivered to the Temple by noon on Friday. Please specify that no lilies be included in the arrangement, as the Cantor is allergic to them.

***In conclusion....***

Please consult the Sinai News and the office the week prior to the *oneg* to estimate attendance. Some *Erev Shabbat* services are special occasions and more people may attend. If you are hosting a Bat/Bar mitzvah *oneg Shabbat* for another family, it is best to ask that family how many people they are expecting to attend Friday night services and add that number to your count.

Please call or email the Temple office Monday prior to the *oneg* to confirm your plans or if you have any questions.

## Appendix 2

### Guidelines for Providing a Pre-Service “Nosh” “Shabbat@Six” Services

**Arrival:** Plan to arrive and have everything set up at least 15 minutes before the service is scheduled to begin.

**What to bring:** You can decide what food you would like to provide. The intent is to provide service-goers with a light “nosh” before the service, as they won’t be eating dinner until they go home or to a restaurant after the service is over.

- Please also provide a *challah* for the service.
- Some food suggestions might include pretzels, nuts, grapes, sliced melon, pita chips, dried fruits, veggies and dip or humus, cheeses, crackers, etc.
- Bottles of seltzer should be brought for the beverage.

Mario, our custodian, will set up a table with tablecloth, cups, plates and napkins in the vestibule of the sanctuary before you arrive. If possible, please bring your food on serving plates and have it ready when you bring it. If you need service items, we keep some serving plates and utensils in the locked tan cabinet in the kitchen to the right of the kitchen entrance and in the glass-fronted cabinets to the left of the entrance. The lock combination is 3618. If you use Temple serving pieces, please be sure to wash and return the dishes to the cabinet after the service and reset the lock. Please do not put food into the cabinets.

If you prefer, you can also leave your food in the Temple kitchen to the Temple on Friday before 1:00 p.m., making sure it is labeled, and come back to put it out at 5:45 p.m.

**Flowers:** If this is an occasion for which you plan to donate flowers for the *bimah*, you can use your own florist or order flowers from one of the following florists familiar with Temple Sinai:

- Albert’s of Brookline 617-232-3353
- Stephanie’s Flowers 617-469-4747

If you prefer, the Temple office will order the flowers for you if you call by Wednesday. The florist will send the bill directly to your home. You can specify the colors or type of flowers you want in the arrangement. The *bimah* flowers should be not more than 32" high and should be delivered to the Temple by noon on Friday. Please specify that no lilies be included in the arrangement, as the Cantor is allergic to them.

**Finally.....**There are generally 50-80 people attending services. Some *Shabbat@Six* services are special occasions and more people may attend. If you are hosting a Bat/Bar mitzvah *nosh* for another Bar mitzvah family, it is best to ask that family how many people they are expecting to attend Friday night services and add that number to your count. Please call the office the week prior to the service to get better estimate of attendance or if you have any questions.