



Dear Parent(s):

Mazel Tov on your upcoming simcha. Now that we are getting closer to the date of your child's Bar/Bat Mitzvah, we are pleased to provide you with this Short-Term Planning B'nei Mitzvah Book as your resource and guide for the months leading up to your simcha. Since it is our desire that your simcha be as stress free and as meaningful as possible, we have worked hard to logically organize this Short-Term Planning B'nei Mitzvah Book to incorporate as much information as possible while still making it easy to use.

We truly hope that the months leading up to your simcha are full of life, learning, and family. Please do not hesitate to send me an email if you have any questions regarding this wonderful event in your child's life.

Sincerely yours,

Howard Freidin

Howard Freidin
Vice President, Ritual
RitualVP@bethshalomnb.org

GENERAL INFORMATION

CHILD'S RESPONSIBILITIES

1. **Practice** - We expect your child to continue to practice 20-30 minutes per day to ensure that s/he will be fully prepared for their simcha.
2. **3-Pillars Project** - This is an opportunity for each child to individualize the experience of Bar/Bat Mitzvah by pursuing a project which reaches into the community. The idea is for each student to conceptualize his/her own personal vision, create and implement it to completion. The family is invited to meet with Cantor Steve to explore all of the possibilities available in fulfilling this required element of the Bar/Bat Mitzvah process. This project has been redesigned to make becoming a Bar/Bat Mitzvah more meaningful for the entire family.
3. Your child is expected to attend Shabbat/Holiday services one-two times per month in order to become familiar with the services. Ideally, you will attend with your child.

PARENT'S RESPONSIBILITIES - In the Jewish tradition of friend helping friend, each Bar/Bat Mitzvah family will be scheduled for the following assignments:

1. **Congregational Fees** - All outstanding congregational fees (dues, tuition, Bar/Bar Mitzvah fee, etc.) and assessments must be paid in full *30 days* prior to the date of the Bar/Bat Mitzvah service.
2. **Ambassador Program** - Each Bar/Bat Mitzvah family will be scheduled for Saturday morning service assignments via letter or email. One parent or both parents may serve as Shabbat Ambassadors assisting the congregation in creating a welcoming and helpful environment. The central benefit of these Ambassador assignments is aiding the Bar/Bat Mitzvah families of that morning by helping to maintain decorum and welcoming their guests to our congregation. At 9:00 am sharp, Cantor Stoehr will meet with you to review specific details of that morning's responsibility. There will also be a Ritual Committee Ambassador working with you, and he/she will direct all of the ushering procedures during the service.
3. **Serving** - Each Bar/Bat Mitzvah family will be scheduled to serve at Kiddushim for other Bar/Bat Mitzvah families. One parent or both parents may participate in this responsibility. Assignments will be provided to each family via letter or email. Just as you will do for others, a group of Bar/Bat Mitzvah parents and Sisterhood members will be there for you at your Simcha.

This allows you not only to reciprocate the generosity of those who will serve at your Simcha, but also gives you the opportunity to see, first hand, what is involved and what your options are before having your Simcha. Assignments for the Ambassador Program and Serving will NEVER be on the same day since both parents can participate in both activities.

4. **Kiddush** - A Kiddush following the Saturday Morning Service is an obligation of the Bar/Bat Mitzvah family. For more information on the Kiddush obligation, please see the Kiddush section of this Short-term Planning B'nei Mitzvah Book.
5. **Kippot and/or head coverings** - If a family is to supply their own kippot and/or head coverings, special baskets will be provided, compliments of the Ritual Committee. Neither decorations nor any other baskets will be permitted.
6. Please schedule your photographer and videographer appointments with **Maria Catezone, Office Manager at Congregation Beth Shalom, 847-498-4100, x26.**

SYNAGOGUE ETIQUETTE

As a Conservative Congregation, services follow a traditional pattern. Prayer is participatory. Please join in enthusiastically with community singing as well as English readings.

1. Proper attire is expected for services. While everyone is invited in, it is most respectful to be dressed in a manner befitting the occasion. Females should wear attire that covers the shoulders and skirts that are of modest length. Gentlemen need not wear business attire, but causal wear should be respectful of the sanctuary atmosphere.
2. The Bat Mitzvah and mother of Bat Mitzvah who will be on the Bimah are required to wear a head covering. All women whose custom it is to wear a Tallit are encouraged to do so.
3. All males, regardless of faith, are required to wear a Kippah while in the synagogue. Jewish men over bar mitzvah age are expected to wear a tallit.
4. On Shabbat, the use of telephones, photographic and/or recording equipment, and all electronic devices are prohibited anywhere on synagogue grounds.
5. One should not bring gifts into the sanctuary.
6. Purses may not be carried onto the Bimah.
7. Congregation Beth Shalom is a SMOKE-FREE environment. This means that SMOKING is prohibited at any time within the building. In addition, SMOKING is prohibited on synagogue grounds during Shabbat.
8. No business should be conducted on Shabbat or Holidays (ie: no emails, texting, telephone calls, etc.).

TORAH READERS and YAD SQUAD

As you know, your child will be reading from the Torah during the service. Please be aware that there is also an opportunity for other family members to read from the Torah as well. **If you or your spouse, a post bar/bat mitzvah sibling(s), cousin(s), or even grandparent(s) are interested in a Torah portion, please let Cantor Raquel know as soon as possible and she will be happy to assign a portion to you and help you, to the extent necessary, prepare your reading.**

You should also expect to see members of the Congregation Beth Shalom Yad Squad reading the Torah. This is a group of lay Torah readers *over the age of Bar/Bat Mitzvah* who have taken on the mitzvah of reading Torah on a regular basis. There are teens and adults in this group and any one or more of them are likely to be participating in this way.

The Yad Squad is an exciting program at CBS, and we hope your child will sign up as soon as he or she is eligible!

BAR/BAT MITZVAH DAY INFORMATION

BAR/BAT MITZVAH PARENTS INFORMATION

SHABBAT MORNING

1. SATURDAY MORNING SERVICES: Services begin promptly at 9:30 AM. Every member of your immediate family and all honorees should be present thirty (30) minutes prior to the start of services.
2. AMBASSADORS: A Ritual Committee member will be the Ambassador-In-Charge. He or she will direct all of the ushering procedures.
3. ALIYOT AND HONORS: For a Bar/Bat Mitzvah, the family may receive up to three Aliyot and up to four people to open and close the Ark, not including the Bar/Bat Mitzvah child. Please note the following:

An Aliyah (plural-Aliyot) means coming to the Torah to recite the appropriate blessings before and after the Torah reading. To have an Aliyah one must be Jewish and of Bar/Bat Mitzvah age. An Aliyah is generally given to an individual; however, it may be shared *only* by a married couple.

Before the Torah service starts, the Rabbi will ask the honorees to sit in a special section of the sanctuary. In the back of this booklet, you will find copies of the Torah Blessings. Please distribute a copy of the blessings to those having an Aliyah weeks prior to your Simcha. Any honoree having an Aliyah **must** be able to recite the blessings correctly. Audio recordings are available upon request.

Honors do not require speaking nor reading. They are also opening and/or closing the Ark or tying the Torah. To have an honor one must be Jewish and of Bar/Bat Mitzvah age.

4. PROCEDURE: All matters pertaining to the order of the Service, family participation of the bimah, and the Service itself will be explained at various meetings with the Rabbi, Cantor, and Bar/Bat Mitzvah Tutor prior to the Service.
5. KIDDUSH: Congregation Beth Shalom will be responsible for ordering the food for the Kiddush. A Sisterhood Captain, Sisterhood Board members, and parents whose children will become a Bar/Bat Mitzvah have *volunteered* to serve for you.

PRAYERS

For the Parents of a BAT MITZVAH

You may choose one of the following parent's prayers. Immediately after you recite the parent's prayer your child will join you in reciting the *Shechecheyanu* in Hebrew and in English.

- Choose 1 of the 3 prayers below, inserting your child's name.
- Choose paragraphs from any of the 3 prayers below to create your own prayer of similar length.
- Compose your own prayer of similar theme and length.

Please consult the Rabbi about your choice.

1. From Likrat Shabbat

*"This is the day the Lord has made;
Let us rejoice and celebrate on it."*

On this Shabbat when our daughter becomes a Bat Mitzvah, we have come with her and our loved ones to join in worship and to offer our prayer of thanksgiving.

We are grateful, O God, for the privilege of passing along the gift of life which you gave us, thus sharing with you in the miracle of creation. We are grateful for the thirteen years of nurturing this life, for the unnumbered joys and challenges which these years have brought us. Praise to You, O Lord, for keeping us alive, for sustaining us, and for enabling us to reach this day.

*Bless our daughter, O God; watch over her, protect her, guide her. Help her to continue to grow in body and mind, in soul and character. Keep her loyal to our people and to the teachings of our Torah. May her life be rich and rewarding.
May all her deeds bring pride to us, honor to the House of Israel, and glory to Your name.
Amen.*

2. From Likrat Shabbat

We thank You, O God, for the joyous fulfillment we feel as our daughter reaches the threshold of womanhood.

How privileged we feel that she is our daughter, and that she is bound to us by bonds of love, of memory, and of hope!

O God, accept our thankfulness for the thirteen years that have come and gone; bless our hope for the years that are yet to be. May Your mercy and guidance accompany this Bat Mitzvah at all times, in a life marked by reverence for Torah and love of all Your children. Amen.

3. From Likrat Shabbat

We thank you for the joy which is ours today. As you have been with our daughter from birth, so continue to be with her in the life that is before her. Help her to grow in strength, wisdom, and love. Help her to live a dedicated and worthy life, realizing the capacities with which she is endowed. Through her actions, may she be a blessing to us, her family, her community and the people Israel everywhere. Amen.

**ברוך אתה יי אלהינו מלך העולם
שנתתנו (קיימנו) והגייסנו לזמן הזה: (אמן)**

*BARUCH ATAH ADONAI, ELOHAYNU MELECH HA-OLAM, SHE-HECHEEYANU,
VE-KEY-MANU, VE-HE-GEE YANU LAZMAN HAZEH.*

For the Parents of a BAR MITZVAH

You may choose one of the following parent's prayers. Immediately after you recite the parent's prayer your child will join you in reciting the Shechecheyanu in Hebrew and in English.

- Choose 1 of the 3 prayers below.
- Choose paragraphs from any of the 3 prayers below to create your own prayer of similar length.
- Compose your own prayer of similar theme and length.

Please consult the Rabbi about your choice.

1. From Likrat Shabbat

"This is the day the Lord made;

Let us rejoice and celebrate on it."

With gladness and thanksgiving we praise you, O Lord our God, for having kept us alive, and sustained us, and enabled us to reach this day.

We give thanks for the wondrous privilege of seeing our son grow day by day, week by week, year by year. For the health and strength You have given him, for the mind and spirit with which You endowed him, for his ability to elicit and return love- -for all these precious gifts, we thank you.

Watch over him O God, on this special day and every day. Grant him a growing understanding of the true significance of this occasion and a deepening loyalty to everything which it represents. May the teachings of our heritage guide him throughout life; and may he lead a life worthy of Your blessings. Amen.

2. From Likrat Shabbat

Lord our God, author of life and source of all blessings, we praise You for keeping us alive, and sustaining us, and enabling us to reach this day.

Gratefully we thank you for the joyous privilege of seeing our son attain this milestone. On this day cherished dreams and hopes are fulfilled. On this day new dreams and new hops are born.

We pray that Your protecting and loving care will accompany him wherever he goes and in all that he does. Help him become all that he is capable of being. Give him strength to do all the good things that are within his reach. Keep him loyal to the best that he has been shown, and the noblest Jewish teachings he has been taught.

May his deeds find favor in the eyes of his fellow men and be worthy of Your blessings. Amen.

3. From Likrat Shabbat

Dear God:

We thank you for the joy which is ours today. As you have been with our son so continue to be with him in the life that is before him.

Help him to grow in strength, wisdom, and love. Help him to live a dedicated and worthy life, realizing the capacities with which he is endowed.

Through his actions, may he be a blessing to us, his family, his community, and the people Israel everywhere. Amen.

**ברוך אתה יי אלהינו מלך העולם
שנתתנו לקימנו והגיענו לזמן תודה: (אמן)**

*BARUCH ATAH ADONAI, ELOHAYNU MELECH HA-OLAM, SHE-HECHEEYANU,
VE-KEY-MANU, VE-HE-GEE YANU LAZMAN HAZEH.*

BLESSINGS BEFORE AND AFTER THE TORAH READING

Before the Reading

When you are called to the Bimah, stand before the Torah, take the corner of the tallit (for women, if you are not wearing a tallit, take the Torah sash). The reader will show you where to touch the torah with the tallit or sash. Next, bring the tallit or sash to your lips and kiss it. Then recite the following:

בְּרַכּוּ אֶת יְיָ הַמְּבָרֵךְ:

Bahr'choo et Adoney hahm'vorach

The congregation will recite the following single line. You repeat the line after the congregation recites it. You then immediately continue with the next paragraph.

בָּרוּךְ יְיָ הַמְּבָרֵךְ לְעוֹלָם וָעֶד:

Barooch Adoney hahm'vorach l'olahm vah-ed

בָּרוּךְ אַתָּה יְיָ אֱלֹהֵינוּ מֶלֶךְ הָעוֹלָם, אֲשֶׁר בָּחַר בָּנוּ
מִכָּל הָעַמִּים, וְנָתַן לָנוּ אֶת תּוֹרָתוֹ. בָּרוּךְ
אַתָּה יְיָ נוֹתֵן הַתּוֹרָה:

Barooch atah Adoney, Elohaynee melech hah-olahm, asher bahcahr bahnoo meeko hahahmim v'nahtahn lahnoo et torahtoh. Barooch ahtah Adoney notayn hah-torah.

After the Reading

After the reading, the reader will, once again, show you where to touch the Torah with the Tallit or sash. Again, bring the tallit or sash to your lips and kiss it, then recite the following:

בָּרוּךְ אַתָּה יְיָ אֱלֹהֵינוּ מֶלֶךְ הָעוֹלָם, אֲשֶׁר נָתַן לָנוּ
תּוֹרַת אֱמֶת, וְחַיֵּי עוֹלָם נָטַע בְּתוֹכֵנוּ. בָּרוּךְ
אַתָּה יְיָ נוֹתֵן הַתּוֹרָה:

Barooch atah Adoney, Elohaynoo melech hah-ohlam, ahsher natahn lanoo toraht ehmet v'chah-yah olahm nahtah b'tochaynoo. Bahrooch ahtah Adoneye, nohtayn ha-Torah.

After your honor, please move to the other side of the bimah so you can be witness for the next honoree.

SYNAGOGUE PROGRAMS

Continuing Education Beyond Bar and Bat Mitzvah

Next-step learning for our young adults as they continue their Jewish journeys.

The goals of the program are:

- (1) To help our students continue their Jewish education in a comfortable and secure atmosphere.
- (2) To look at topics through a Jewish lens.
- (3) To prepare teens for life challenges.

Gesher/8th Grade - every Tuesday 6:10 - 8:05 p.m.

- The overarching theme for these classes is living a Jewish life through mitzvot.
- The program is filled with field trips, discussions, Israeli news and special guests.
- Ta'am Yisrael: A Taste of Israel trip for 8th graders is integrated into the school.
- Dinner is served at the beginning of each evening's learning.

CBS High/9th-12th Grade – Two Tuesdays a month, 6:00 - 8:00 p.m.

- Top shelf teachers, small groups and access to the best resources.
- Good resume-builder for college applications.
- Facetime and meaningful discussion with clergy.
- We talk about Israel, modern Jewish law and explore topics that are of particular interest to our students.



Congregation Beth Shalom Youth Department

Nitzanim, Chaverim, Kadima
And USY

Welcome to the wonderful world of the CBS Youth Department. Our programs are filled with Jewish FUN, EXCITEMENT, and FRIENDSHIP. Our program encourages participants to feel comfortable in an environment exclusively for Jewish youth. Our outstanding youth program begins in kindergarten and continues through high school. Four separate groups make up our program:

Young Family Programming (Birth – Grade 2)
Chaverim (Grades 3-5)
Kadima (Grades 6-8)
USY (Grades 9-12)

While Nitzanim and Chaverim are unique to CBS, Kadima and USY are part of the International Jewish Youth organization sponsored by the Department of Youth Activities of the United Synagogue of Conservative Judaism. All of our programs offer a range of cultural, social, educational, religious, and recreational activities geared to the needs and interests of Jewish youth of each age group at the chapter, regional, and international levels.

Our Youth Commission is chaired by Alan Zerkowitz. If you would like any information about this group or are interested in getting involved, please contact our Director of Youth Activities or Alan Zerkowitz through the synagogue at 847.498.4100, x25.

The CBS Youth Department is ready to meet your needs. Please feel free to contact Matt Rissien, Director of Youth Activities at 847.498.4100 x25 or via email at MRissien@BethShalomNB.org

Also, be sure to check us out online at:
www.BethShalomNB.org/community/youth_groups
where you can download membership forms, find out about upcoming events, and RSVP online for programs!

Don't delay... become a part of the excitement and meet new friends!
JOIN THE YOUTH GROUP TODAY!

Seventh Grade - College Students

Want to visit Israel?
Interested in available scholarships?
IT IS TIME TO JOIN IN.

ISRAEL NOW!

Congregation Beth Shalom's Israel Initiative

\$750 Scholarship for your first trip to Israel
\$375 Scholarship for your second trip to Israel
\$250 Scholarship for Ta'am Yisrael (Eighth Grade)

We can help you find other Scholarships to make your trip to Israel possible!

Scholarship available through a two-year initiative from
Congregation Beth Shalom's
Janna Sugar Israel Scholarship Fund
Must be a trip approved by the
Chicago Community Israel Program (CCIP)

For more information, please contact Matt Rissien, Director of Youth Activities at
847.498.4100 x25 or via email at MRissien@BethShalomNB.org

SYNOGOGUE INITIATIVES

The United States Holocaust Memorial Museum “Chain of Memory” Project

The darkest chapter of the 20th Century, the Holocaust, is being remembered through the establishment of the United States Holocaust Memorial Museum in Washington, DC. One important focus of the Museum is the education of the half million school children who visit the Museum each year from all over the United States.

The “Chain of Memory” Project was established so that Bar/Bat Mitzvah children can remember one of the 1.5 million Jewish children who were murdered by the Nazis before being able to fulfill the Mitzvah of learning Torah. The Bar/Bat Mitzvah dedicates the occasion to the memory of this child symbolizing the importance of remembering the past as well as educating for the future.

By participating in the “Chain of Memory” Project, a family will have the opportunity to remember a child who was not able to celebrate his or her own Bar/Bat Mitzvah and be part of the historic efforts of the United States Holocaust Memorial Museum.

How Can You Participate?

If there is a relative or friend of your family who is a survivor of the Holocaust, the Bar/Bat Mitzvah child is encouraged to speak directly to that person, who will give them a name and the background on a child that they knew, who did not survive the Holocaust. If this is not the case, the Midwest Regional Office of the United States Holocaust Memorial Museum will provide the Bar/Bat Mitzvah with the name, birthdate, picture (if available) and other biographical information on the child who is to be remembered.

The Bar/Bat Mitzvah will receive a certificate from the United States Holocaust Memorial Museum recognizing the importance of remembrance and of this Mitzvah.

The Bar/Bat Mitzvah family is encouraged to honor the memory of this child who perished by making a meaningful contribution to the United States Holocaust Memorial Museum. Your support is very much appreciated.

To participate in the “Chain of Memory” Project, contact the Midwest Regional Office of the United States Holocaust Memorial Museum at 847.433.8099.

Congregation Beth Shalom
Bar/Bat Mitzvah Gift of Israel

Dear Family:

Mazel Tov you your child's upcoming Bar/Bat Mitzvah. As this important spiritual step on the ladder of your child's Jewish education draws near, we would like to invite you to participate in the Bar/Bat Mitzvah Gift of Israel Program established by the Jewish Federation of Metropolitan Chicago. The Gift of Israel provides an opportunity for celebrants to save toward an Israel Experience trip that will enhance their sense of Jewish identity for the rest of their lives and is an integral part of your child's Jewish education.

The Bar/Bat Mitzvah Gift of Israel Program is open to all Bar/Bat Mitzvah age youths from throughout the Chicago area. Your child is eligible for enrollment starting 6 months prior to their Bar/Bat Mitzvah date. Funds may be deposited into the Gift of Israel account anytime between enrollment in the program and the time that your child goes to Israel. All funds, plus interest earned, may be used toward any approved Israel Experience Program anytime from the summer following ninth grade through the participant's twenty-third birthday. Unused funds and all accrued interest are fully refundable to the family at any time. As an added bonus, once \$1000 has been deposited into your child's account, Federation will add a onetime matching gift of \$180 to be allocated at the time of your child's Israel Experience.

We believe that the Gift of Israel is a meaningful give, something that many of your friends and family will enjoy giving and that your child will enjoy receiving. If you have any questions about the Gift of Israel, please contact me, Lyndsey Yeary, at lyndseyyeary@juf.org

Yours truly,

Lyndsay Yeary
lyndseyyeary@juf.org
Jewish Federation of Metropolitan Chicago

B'nai Mitzvah Commitment Fee - \$1950 paid over 3 years (\$650 per year), must be paid in full six months prior to your Simcha date. This fee includes*:

“PBM” Class (9 Sessions) – A little over a year before becoming a Bar/Bat Mitzvah, you and your child will attend a series of classes. Seven of these classes will take place on Sunday mornings during Sunday school hours. (9:30 am– 12:00 pm) Two of the classes will meet on Shabbat morning during services. For part of the session, parents will convene with Rabbis Melman or Averbach to discuss pertinent religious and social issues while the students meet with Cantor Raquel Gershon to learn some of the blessings and special skills needed to participate in their Bar/Bat Mitzvah service. During the second part of the morning you and your child(ren) will participate in a learners service with Cantors Stoehr & Gershon.

Tutoring – Tutoring begins approximately one year before the Simcha and it includes individualized tutoring once a week until the date of their Simcha. Each child will have approximately 42 lessons, each of which is 20 minutes in length. Students are expected to practice regularly at home. (20-30 minutes a day, 5-6x a week is suggested).

Day of your Simcha – Set up/cleanup of the social hall, kitchen staff, bima flowers and all paper goods and basic table coverings. As a reminder CBS offers Torah for Tots (babysitting) for your family and guests with young children during the service. Children must be toilet trained and parents must remain in the building.

Clergy Meetings

As a member of CBS, you always have access to our clergy and professional staff. As part of your CBS B'nai Mitzvah preparation, special meetings will be set up with Rabbis Melman & Averbach. Each of them has specific goals to accomplish with your family for the special day.

Cantor Stoehr will meet with the student and parents to help narrow down and focus on the necessary steps for achieving a successful Mitzvah project (our Three Pillars Project), if requested.

Rabbi Averbach will meet with you about two months prior to study and prepare ideas for your child's D'var Torah as well as discuss family honors and other service logistics.

Rabbi Melman will meet you on the bima within 2 weeks of the Simcha for a final walk-through.

The clergy, as always, will be available to answer any of your questions and concerns at any time.

**Kiddush menu is a separate expense. You will be contacted by our Kiddush Coordinator, Brenda Wasserman, four months prior to your special day to select your food options.*



Kiddush Agreement

Dear Bar/Bat Mitzvah Parents,

Congregation Beth Shalom would like to wish you a hearty *Mazel Tov* on your forthcoming Simcha! As your child's Bar/Bat Mitzvah approaches, I would like to share some important information regarding your Kiddush on that special day. CBS manages all aspects of the Kiddush. We are here to work with you.

As a member of our Congregation Beth Shalom community, each Bar/Bat Mitzvah family is required to sponsor the Kiddush following their service. We ask that the signed Kiddush Agreement be submitted **four months** prior to your Simcha. The **per-guest fee** must be paid **two weeks** prior to your Simcha. If you have any questions or concerns regarding the Kiddush or your financial obligation, please feel free to give me a call.

You will be contacted three (3) weeks before your Simcha to get a final count of your guests. It is very important that you provide an accurate count; the amount of food ordered and the number of tables used is dependent upon the number you provide. Clergy, professional staff and children five years or younger do not need to be included in your count. *A shortage of food and seating embarrasses everyone.*

CBS would also like you to be aware of the following synagogue policies:

- The Kiddush is a community meal for which the entire Congregation is welcome to participate. One or two tables will be reserved for the immediate family of the Bar/Bat Mitzvah.
- **NOTHING CAN BE BROUGHT INTO OR REMOVED FROM THE SYNAGOGUE ON SHABBAT OR HOLIDAYS.** Any specially ordered kippot must be brought to the synagogue before 12 Noon Friday.
- All items to be used at your Kiddush, including personalized napkins, must be ordered through CBS (unless you are using a private approved caterer).
- **You may not personally order any food for the Kiddush.**
- **Nothing may be brought into the synagogue to be served.**
- **CBS Centerpieces are used for all Kiddushim. As an alternative, you may choose to rent centerpieces from The Ark. Please contact me if you are interested in this option. No other centerpieces will be allowed.**
- **Please notify CBS of any bus transportation to a party or luncheon that may take place after services.**

Please note: When available, we will provide sugar-free, gluten free, or nut-free desserts or treats. *Please inform us of **any food allergies** in your immediate family now.*

If you have any questions or concerns regarding the Kiddush or your financial obligation, please feel free to call me at 847-498-4100, x30.

Again, Mazel Tov on reaching this exciting milestone!

Brenda Wasserman

CBS Shabbat Kiddush Coordinator

847.498.4100, x30

bwasserman@bethshalomnb.org



KIDDUSH OFFERINGS

If you are **sharing** the day with another family, the menu option, as well as any additions, must be agreed upon by both families. The Kiddush exists as an extension of the Shabbat Service. Our Congregation would like to encourage the feeling of community by having your families celebrate together.

If your immediate family has any food allergies, this must be brought to our attention immediately. Every effort will be made to accommodate this.

CBS will accept checks, cash or credit cards (VISA, MasterCard, AMEX and Discover) for Kiddush payment.

PLEASE NOTE: A guest is anyone who responds "Yes" to your invitation. Even if an individual is a regular synagogue attendee, they must be counted as an invited guests. Children five years or younger do not need to be included in your count. CBS Clergy and Professional Staff are also not to be included in your count.

CBS reserves the right to substitute food that it deems comparable. Prices subject to change without notice.



Basic Kiddush and Basic Plus Kiddush

\$9.00 per guest

\$11.25 per guest with seasonal fresh fruit included.

Minimum 100 of your invited guests.

BASIC KIDDUSH MENU

Gefilte fish and horseradish

Tuna salad

Simple Salad with dressing on the side*

Challah and mini challah rolls

Plain cream cheese

Assorted bakery goods

Coffee/decaf/tea/Kiddush wine

Fruit punch

Table skirting

**Cottage Cheese & Peaches will replace the Simple Salad if a Featured Salad is added.*

BASIC PLUS KIDDUSH MENU

Includes Basic Kiddush Menu plus your choice of the following options:

Additional Options:

Mac & Cheese: \$3.00 per person

Sweet Noodle Kugel: \$3.00 per person

Cheese or Vegetable Pizza: \$3.00 per person

Featured Salad: \$3.00 per person

Egg Salad: \$1.00 per person

Please note: CBS can only provide one Basic Kiddush per Shabbat.

If sharing a Kiddush with another family,
all additional options must be agreed upon by both families.

CBS reserves the right to substitute food that it deems comparable.



Extended Kiddush Option I

\$18.95 per guest

Minimum 100 of your invited guests.

MENU:

Tuna salad
Egg salad
Gefilte fish and horseradish
Kugel
Hummus and pita
Lox spread
Plain Cream cheese
Challah
Mini bagels and challah rolls
Vegetables and dip

Seasonal fruit
Fancy pastries
Assorted bakery goods
Fruit punch
Coffee, decaf, and tea
Kiddush wine
White buffet table linen
Table decorations and skirting
Choice of personalized colored
napkins

Please note: CBS can only provide one Extended Kiddush per Shabbat.

If sharing a Kiddush with another family,
the menu option must be agreed upon by both families.

CBS reserves the right to substitute food that it deems comparable.



Extended Kiddush Option II

\$25.95 per guest

Minimum 100 of your invited guests.

MENU:

Lox
Tomatoes, cucumbers, and onions
Plain cream cheese
Chive cream cheese
Tuna salad
Kugel
Hummus and pita
Featured Salad (*choice of 2*)
Challah
Mini bagels
Vegetables and dip

Seasonal fruit
Fancy pastries
Assorted bakery goods
Fancy fruit punch
Coffee, decaf, and tea
Kiddush wine
White buffet table linen
Table decorations and skirting
Choice of personalized colored
napkins

Please note: CBS can only provide one Extended Kiddush per Shabbat.

If sharing a Kiddush with another family,
the menu option must be agreed upon by both families.

CBS reserves the right to substitute food that it deems comparable.

YOUR TIME LINE

- **Four (4) Months prior to your Event** – A signed copy of the Kiddush Agreement must be submitted to the Shabbat Kiddush Coordinator. *Keep a copy for yourself.*
- **Three (3) weeks prior to your Event** - Final numbers are due to Shabbat Kiddush Coordinator.
- **Two (2) weeks** - ALL fees must be paid in full.

BAR/BAT MITZVAH KIDDUSH AGREEMENT FOR SHABBAT KIDDUSH (DO NOT USE FOR A CATERED KIDDUSH)

Please return to Shabbat Kiddush Coordinator no later than Four (4) Months Prior to your Event

Family Name: _____

Bar/Bat Mitzvah Name: _____

Parents Names: _____

Simcha Date: _____

Address: _____

City: _____

Home Phone Number: _____

Cell Number: _____

Email: _____

Kiddush will be Sponsored By:
(This will be the wording in the Shabbat brochure.)

CBS will accept check, cash or credit cards (VISA, MasterCard, AMEX and Discover) for Kiddush payment. A processing fee of 3% will be added to all credit card payments.

If you choose to pay by credit card, please contact Susan Karlinsky, Controller at 847.498.4100 or skarlinsky@bethshalomnb.org

Please let us know what kind of Kiddush you would like:

BASIC KIDDUSH

1. _____ **Basic Kiddush** - \$9.00 per invited guest; \$11.25 per invited guest with season fresh fruit.

Estimated Number of Guests: _____

Minimum number for Basic Kiddush is 100 of your invited guests. (We will contact you three (3) weeks prior to your Simcha to request the final number of invited guests attending).

EXTENDED KIDDUSH

2. _____ **Extended Kiddush - Option I** \$18.95 per invited guest

Estimated Number of Guests: _____

3. _____ **Extended Kiddush with Lox - Option II** \$25.95 per invited guest.

Estimated Number of Guests: _____

Minimum number for each Extended Kiddush is 100 of your invited guests. (We will contact you three (3) weeks prior to your Simcha to request the final number of invited guests attending).

We know the numbers above are estimates. You can change the number when we contact you.

- **Personalized Napkins** are included in the cost of Extended Kiddush (Option I and II) only.

Name to be printed _____ () Block () Script

Color of napkin _____ Color of Name _____

- **Round Table Linens**

_____ White Plastic Cloths

_____ Linens ordered at an additional charge of \$10.00 per guest table (*for all guest tables in the room*)
(*Choice of color to be agreed upon by two families if sharing the Kiddush*)

Leftover pastries - Do you wish to donate any leftover pastries or do you prefer to pick up any leftover pastries on Sunday morning? No other leftover food will be available for pickup.

_____ Donate pastries to Minyan or other programming _____ Pick up pastries on Sunday morning

Accuracy is imperative since the lack of food embarrasses you, the hosts, as well as CBS and the Congregation. Please do not underestimate your guest count.

Please contact Brenda Wasserman, the Shabbat Kiddush Coordinator, should you have any questions: 847.498.7100, x30 or bwasserman@bethshalomnb.org

You will be contacted approximately *three (3) weeks* before your Kiddush for your final count. You will then receive a final bill. All bills must be *paid in full* two (2) weeks prior to the Kiddush.

Bar/Bat Mitzvah Parent Signature: _____

Date: _____

Please make a copy of this information for your records.

CBS reserves the right to substitute food that it deems comparable.

Prices subject to change without prior notice.



Celebrate Your Simcha at Congregation Beth Shalom

Congregation Beth Shalom offers everything you need to make your Simcha a memorable occasion. Our beautiful facility can accommodate your party with ample parking, excellent caterers, and professional party planning assistance.

CBS offers the services of four outstanding Kosher caterers who prepare the meals in the North Shore's largest Kosher kitchen.

If you choose to have your Kiddush catered by one of the Kosher caterers approved for Kiddush at Congregation Beth Shalom, you will receive a \$500 discount on your B'nai Mitzvah Commitment Fee. Your Kiddush must include the congregation and cannot be private.

You may select from the following approved Kosher caterers:

1. Chicago TailGators/Premier Catering;

Steven Greenberg
Chicagotailgators.com
224.534.7787

2. Dimensions Kosher Catering

dimensionskosher.com
847.396-9996

3. Goldman Segal Kosher Caterers

David Segal
www.goldmansegal.com
847.675.4060

4. Shallots Catering

Berel Fischler
847.677.3463

5. Zelda's Catering

Linda Zelda Neiman
www.zeldascatering.com
847.674.0033

Hosting your Simcha at the synagogue will add a unique dimension you will not find anywhere else. For more information, please contact Maria Catezone 847.498.4100 at Congregation Beth Shalom or Jill Olefsky 847.272.1758, jolefsky@aol.com, Catering Committee Chairperson.

Our Kosher kitchen is only able to accommodate one (1) of our caterers per weekend. After a caterer has been scheduled to be used for any reason on a particular weekend, only that caterer can be used for another event that same weekend. This also applies to using a caterer for your Kiddush or Oneg Shabbat. Since this process is implemented on a first come, first serve basis, it is important to contact Maria or Jill to schedule the use of a caterer or check on availability.



Drop off Friday Night Dinner:

Up to 40 guests: Base fee \$180 + \$100 Non-Refundable Security Fee

Up to 80 guests: Base fee \$350 + \$100 Non-Refundable Security Fee

Up to 120 guests: Base fee \$450 + \$100 Non-Refundable Security Fee

- **Base fee**

Includes round guest tables, folding chairs, white skirted rectangle buffet tables, white skirted drink table, salt and pepper, ice water, coffee, tea, sweeteners, creamer, motzi table, hand washing table and a kitchen staff. This base fee does not change if congregant does not use all of the above.

Additional \$1.50 per guest will be charged if using Beth Shalom white plastic tablecloths for all tables, disposable paper goods and flatware.

Because storage needs to be arranged, requests to bring in other items must be made in writing or via email at least a month before the dinner to Maria Catezone, Office Manager, at mcatezone@bethshalomnb.org. These items include, but are not limited to:

Flowers in vases

Kosher Wine unopened

Rented Linens

Disposable paper goods – UNOPENED BOXES/BAGS of
plates, napkins, plastic flatware, tablecloths

Soft drinks unopened

Any items being brought in for the dinner (excluding drop off food and anything supplied by restaurant/caterer) must be in the building by 11:00 am Thursday before the dinner. If not received at the synagogue by Thursday, we will provide white dinner plates, paper cups, white napkins, white plastic flatware and white plastic tablecloths at an additional charge of \$2.50 per person.

***Prices Subject to Change
Without Prior Notice***



Drop Off Dinner Friday Night **Approved Restaurants/Caterers**

Drop off food, with directions for reheating and anything else supplied by the restaurant/caterer, must be delivered by noon Friday, day of event.

Bites of Pleasure	847-366-4657
Chicago TailGators/Premier Catering	847-343-9170
Dimensions Kosher Catering	847-396-9996
EJ's Pizzeria	224-534-7215
Emma's Bagel Café	847-673-3030
Hamachi's Sushi Bar	773-273-6904
Hy Life Bistro	847-674-2021
Jewel Kosher Department <i>(Highland Park, IL location)</i>	847-579-0872
Ken's Kosher Diner	847-679-4030
Milt's BBQ for the Perplexed	773-661-6384
Mizrahi Grill	847-831-1400
Sandwich Club	847-677-6020
Shaevitz Uptown BBQ	847-432-7310
Shalot's Bistro	847-677-3463
Slice of Life	847-674-2021
Taboun Grill	847-965-1818
Taco Gingi	847-983-0648
Zelda's Catering	847-679-0033

Desserts

Illinois Nut and Candy	847-677-5777
North Shore Kosher Bakery	773-262-0600
Shalom Bakery	847-808-9300



The Simcha Shop

For your convenience, the Simcha Shop has a full line of napkins for your Simcha. If ordering *separately** from one of the Extended Kiddush menu options, please call our Simcha Shop Chairperson:

Suzy Hakimian

847-205-1488

**The Shabbat Kiddush Coordinator will submit all napkin orders associated with an Extended Kiddush.*

Louis Gurvitz Memorial Sisterhood Judaica Shop

The Judaica Shop offers a selection of tallitot, kippot, tefillin, Kiddush cups, candlesticks, and other Judaic items.

The Sisterhood Judaica Shop Co-Managers will be happy to assist you:

Diana Lewis

847-947-2906

Darlene Padnos

847-998-0494

Photographs & Videos

Please call Maria at CBS - 847-498-4100 to set up your appointment for your photos and/or videos.