

# *Temple Beth Avodah*

45 Puddingstone Lane – Newton, MA 02459  
Phone 617-527-0045 Fax 617-527-0046

## RULES AND REGULATIONS FOR FLORISTS

### TEMPORARY DECORATIONS

1. All temporary decoration and floral arrangements shall be placed with consideration for safety and fire laws and without hazard to the Temple property. The use of lighted candles anywhere in the Temple is prohibited. No exceptions can be made as this would be a violation of the City of Newton's safety regulations.
2. Nothing may be hung on the walls of any room.
3. The florist must furnish a certificate of insurance coverage for property damage, public liability and workmen's compensation to the Temple office, at least two (2) weeks prior to the function unless a copy is already on file for the current year.
4. Violation of any rules may result in the florist being refused the privilege of working at the Temple in the future. Any expenses incurred as a result of failure to comply with the Temple rules will be charged to the person or persons responsible.
5. The House Committee reserves the right to refuse admittance to any florist found to be unsatisfactory.
6. Please notify the Facilities Manager at least two (2) days prior to the function, of expected time of arrival so that a mutually agreeable time to open the premises can be arranged.
7. A copy of this form must be signed and returned to the Temple office at least two (2) weeks prior to the function.

\_\_\_\_\_  
Florist's Signature

\_\_\_\_\_  
Date

Family Name: \_\_\_\_\_

Date of Function: \_\_\_\_\_