



BAR/BAT MITZVAH ADMINISTRATIVE INFORMATION FORM

Child's Name: _____

Date of Bar/Bat Mitzvah: _____

Approximate Attendance: _____ Adults _____ Children _____

Mother's Name: _____ Cell Phone: _____ Email _____

Father's Name: _____ Cell Phone: _____ Email _____

Home Phone: _____

*Name of Still Photographer: _____

Time and Date of Still Photographs: _____

*Name of Video Photographer: _____

Are you sponsoring Pulpit Flowers? ___yes ___no

Are you sponsoring Food Baskets? ___yes ___no
(If yes, please order by calling The Jewish Food Pantry a minimum of one month in advance - 314-513-1675.)

**Pulpit Flowers or Food Baskets sponsored by: _____

Are you having the Temple order the Pulpit Flowers? ___yes ___no

Are you attending and participating in the Friday Night Service? ___yes ___no
Approximate attendance for the Friday Night Service _____

Are you sponsoring the Friday Night Shabbat Nosh? ___yes ___no

** Shabbat Nosh sponsored by: _____

Are you having a Saturday Kiddush? ___yes ___no

If yes, who is catering the Saturday Kiddush? _____

Are you providing Kipot for the Bar/Bat Mitzvah? ___yes ___no

Names of adults supervising children: 1. _____
2. _____

*If your photographer has not worked at United Hebrew Congregation before, please have them call the Temple Office to discuss the proper rules and methods for video taping or for still photographs.

**This is the wording that will be used for the Shabbat insert and the bulletin.

IMPORTANT – SPECIAL BAR/BAT MITZVAH INFORMATION

Your child's Bar/Bat Mitzvah is listed in the service handout on the Friday before his or her service.

Please complete the following information as you would like it presented in the handout.

BAR/BAT MITZVAH'S FULL NAME _____

Familiarly called _____

NAMES OF PARENTS (Please include first names of all)

NAMES OF GRANDPARENTS

NAMES OF LIVING GREAT-GRANDPARENTS

BROTHERS _____ Age _____

_____ Age _____

_____ Age _____

SISTERS _____ Age _____

_____ Age _____

_____ Age _____

OTHER IMPORTANT QUESTIONS...

Will you be attending the Friday service? _____

Are you making your own program for the Bar/Bat Mitzvah Service _____

UH can provide a basic program for your child's service if you wish. Please ask in the clergy office to see a sample next time you here.

*If you are having your own programs made there is specific information that must be included.