

Bar and Bat Mitzvah Timeline/Checklist

Please note that all dates are approximate

Three Years before	Bar and Bat Mitzvah Dates are given to children who have successfully completed Bet Class
1 month later	Deadline to reserve the Temple Facility for Kiddush, luncheon and/or evening reception
Gimel and Daled Years	Make sure that children are progressing in their Hebrew and Prayer proficiency. Attend services regularly as a family and fulfill all Religious School requirements.
One Year before	Initial group meeting with Rabbi Kulwin Parents sign up for their ushering assignments
8 months before	Initial meeting with Cantor Epstein and the beginning of weekly tutoring for students with dates in September through February
OR	
6 months before	Initial meeting with Cantor Epstein and the beginning of weekly tutoring for students with dates in March through June
4 months before	Make appointment for photo session with Tina Greenberg, Communications Coordinator
3-4 months before	Second group meeting with Rabbi Kulwin Order Kippot through the Sisterhood, contact person: Betty Rubin (973) 992-9443
2 months before	Family meeting with Rabbi Kulwin regarding D'var Torah Bar/Bat Mitzvah Fee is due to the temple.
4 weeks before	All fees and paperwork for the reception, photographer, caterer, etc. must be submitted (kitchen, facility, deposit, fire permit, vendor insurance proof, etc.) Arrange meeting with Gayle Forman (through Debbie Meron) to practice d'var torah presentation on the bimah (optional).
2 weeks before	Aliyah/Honors form is due to Debbie Meron
Week of Bar/Bat Mitzvah	Tuesday Sanctuary rehearsal from 4:30-5:30 PM for Bar and/or Bat Mitzvah (Parents encouraged to attend) Friday morning Family Sanctuary rehearsal for families (mandatory) from 9:45 AM-11:15 AM.