



In the name of God, the Compassionate, the Merciful

The Islamic Society of Central Jersey

MPR Reservation Form

4145 Route 1 South
Monmouth Junction
NJ 08852
Phone: 732 329-6995
Fax: 732 329-1988
Email: admin@iscj.org

Application Date (mm/dd/yyyy): _____

Applicant Name: _____ ISCJ Member: ☐ Yes ☐ No
Last First

Full Address: _____
Street Number City State ZIP

Telephones: Day: _____ Evening: _____ Email: _____

Occasion/Event/Purpose: Please provide a detailed description of your event:

Timing: (All total hours listed in the table below include setup and clean up times!)

_____	_____	_____	_____
Date From:	Date To:	Start Time:	End Time:

Expected Attendance:

Number of Adults: _____ Number of Children: _____ Services: _____

Explain Food Services:

Terms and Conditions:

By signing this form, you agree to the following terms:

The use of ISCJ and its facilities will conform to Islamic principles and concepts.

- Your reservation will be confirmed AFTER we receive proof of **FULL payment.**
- *A refundable security deposit of \$300 in **CASH ONLY** due at the time of reservation! **If the security deposit is not received, your reservation may be CANCELLED!**
- No music or dancing of any sort is permitted & islamic dress and behavior will be observed.
- Haram services, distributions, and/or actions are prohibited.
- **Capacity of MPR I is 130 people MPR II is 60 People (with chairs & tables)

Also, I understand that:

- Children will be always supervised.
- I assume responsibility for all damages related to the event.
- ISCJ will not be held liable for any injury to individuals.
- ISCJ does NOT provide and food catering service.
- No cooking is permitted. Off-premises food preparation only.
- Trash/garbage need to be collected in trash bags and tied. (Applicants are responsible to bring trash bags, table covers...etc.)
- All setup arrangements are the responsibility of the applicants.
- **Food is strictly limited to the MPR area ONLY during the rental process, no food will be allowed anywhere else.**
- Classrooms & other parts of ISCJ can't be used without written permission.
- Any wear and tear of the property of the center will be the responsibility of the applicant.
- **If the events exceed the time limit, a \$100 per hour fee will be charged.**
- **Please note that \$300 Imam's fees to be paid directly to him. Additional \$100/hour travel fee for off-site ceremonies.**

*The refunding of the Security Deposit is subject to adherence to the agreed-upon guidelines, including but not limited to following the reservation option and timing, and adhering to masjid protocols, among other requirements outlined by this document.

For Admin Office Use:

Approved By: _____ Date: _____

Payment Amount _____ Cash / Check # _____ Date: _____

Rental Fee Schedule (Circle all that apply)

Description	Non-Member	Member
Khatam Musala Area ONLY NO FOOD Total of ONE HOUR	FREE	FREE
Azza MPR I Serving Food Total of TWO HOURS	\$400	\$300
Nikkah Musala Area ONLY NO FOOD Total of ONE AND A HALF HOURS	\$500	\$350
Marriage Musala Area & MPR I Light Snacks Total of FOUR HOURS	\$1,100	\$700
General Occasion MPR I ONLY NO FOOD Total of TWO HOURS	\$550	\$400
Marriage Musala & MPR I Lunch/Dinner Total of SIX HOURS	\$1,550	\$1,200
General Event MPR I ONLY Serving Food Total of FOUR HOURS	\$900	\$850
General Event MPR II ** Total of TWO HOURS	\$350	\$250
General Event MPR II ** Total of FOUR HOURS	\$450	\$300
*REFUNDABLE Security Deposit (CASH ONLY)	\$300	\$300
Total		

Applicant Signature & Date: _____

\$300 Security Deposit: _____