

## YAHRZEIT PLAQUE ORDER FORM

(One form for each plaque order)

| Name of submitting family/person   |               |          |              |         |  |
|--|---------------|----------|--------------|---------|--|
| Address, City, State, Zip  |               |          |              |         |  |
| Home phone   |               |          |              |         |  |
| Relationship to Yahrzeit Plac  | que Recipient |          |              |         |  |
| YAHRZEIT PLAQUE INFOR  |               |          |              |         |  |
| English Name (Please print: First, Middle, Last)   |               |          |              |         |  |
| Hebrew Name  |               |          |              |         |  |
| English Date DeceasedHebrew Date Deceased*<br>*If Hebrew date is unknown, provide secular date |               |          |              |         |  |
| Was the time of passing after sunset?  |               |          |              | □Unsure |  |
| Price per plaque is \$250  |               |          |              |         |  |
| Questions? Please call the synagogue office at 703.737.6500                                    |               |          |              |         |  |
| OFFICE USE ONLY  |               |          |              |         |  |
| Confirmed by Rabbi?  |               | □Yes     |              |         |  |
| Date form received   |               | <u> </u> | Date ordered |         |  |
| Check number   |               |          |              |         |  |
| Administrator signature  |               |          |              |         |  |



19357 Evergreen Mills Rd., Leesburg, VA 20175 703.737.6500

## How to Purchase a Yahrzeit Plaque

Please complete the form on the opposite side and send it to:

Congregation Sha'are Shalom Attention: Administrator P. O. Box 4518 Leesburg, VA 20175

- Please include \$250. (Credit card payments must be made in person to administrator.)
- Forms will be collected by the 15<sup>th</sup> of each month and sent to engraver on the 16<sup>th</sup> (provided that a minimum number of 10 forms are collected)
- Non-Jewish family members can be memorialized on the Yahrzeit wall
- Family members' plaques may be placed together, if plaques are purchased at the same time
- Plaques will be placed on the board in order of receipt in a predetermined, prescribed order
- Any questions should be directed to the Ways and Means Committee Chairperson