

**Bar/Bat Mitzvah Timeline**

**12 Months**

Begin lessons with Cantor

**6 Months**

Begin lessons with Rabbi

Set up appointment with Executive Director

Confirm use of building for reception and evening party

**3 Months**

Give list of Torah readers to Cantor (optional)

**1 ½ Months**

Review Honors list with Rabbi

If preparing a program, review with Rabbi

**3 Weeks**

Turn in completed Honors form

Turn in completed Logistics form

Pay dues, tuition, pledges

**1 Week**

Pay room rental fees

Bring check for security guard

Inform office of wording for TAY and You