

Hindu Temple of Ottawa-Carleton
4835 Bank Street, Ottawa, Ontario K1X 1G6

GUIDELINES FOR THE USE OF THE TEMPLE FACILITIES

A. GENERAL

1. All activities in the Temple are strictly Hindu religious activities.
2. All religious activities in the Temple shall be officiated/performed only by the Temple priest(s).
3. Any person doing Hindu Vedic rituals may use the facilities for special religious rituals or services, to be done by the temple priest, by obtaining prior authorization.
4. The user shall be responsible for cleaning up after the function and for maintaining proper order and decor during such use, and for **removing all garbage to the Garbage Bin in the Parking Lot** (beside garage).
5. Tobacco (smoking and chewing) is not permitted and use of drugs and alcohol is strictly prohibited in the Temple premises.
6. All offerings and funds collected on the premises shall be the property of the Hindu Temple of Ottawa-Carleton Inc. The Temple shall make provision for special expenses, by prior arrangement through the Treasurer.
7. Canvassing, other than for raising funds for the Temple or for related religious activities of the Temple, is not permitted on the Temple premises.
8. Children (all ages) are always welcome to all services; however, the parents should see that proper sanctity, peace and quiet are maintained during Poojas, Havans, and other services.
9. Notices and announcements of activities may be placed on the notice board, only by charitable organizations, **with prior authorization** from the Management.
10. All private activities shall be limited to 3 hours, except for marriage, where the premises may be used for up to 4 hours.
11. No private activity shall be conducted before 8:30 am and all activities shall be concluded by 8:00 pm, so that the building may be vacated by 8:30 pm, to allow the priests and the manager to follow their regular routine.
12. In order to maintain hygiene and routine cleanliness, items such as **tea, coffee, soft drinks, ice cream etc., are not served in the Temple building premises as well as at the outside temple grounds. (This excludes apartments).**

B. MAHAMANDAP

1. Shoes and leather footwear are not allowed beyond the shoe room.
2. All religious ritualistic activities conducted in the Mahamandap shall relate to the Sthapit (installed) deities of the Temple. These include pooja, Archana, bhajan, scripture readings and recitations.
3. No pictures are to be used for worship in the Mahamandap.
4. **Photography and use of cell phones is not permitted** in the Mahamandap.
5. Consumption of food and drinks is not allowed in the Mahamandap.
6. Only special chairs provided by the Temple are allowed to serve the handicapped. Wheelchairs are allowed in the Mahamandap.

C. GITA BHAVAN

1. Shoes and Leather footwear are not allowed in the GITA BHAVAN.
2. Gita Bhavan is intended for use as the Yagna-Shala for religious education and other related religious activities. These include, among others:
 - 2.1 Havan, Satsang, Bhajan and Keertan, Recital, Concerts. (GITA BHAVAN is the only place where concerts are held).
 - 2.2 Sanskars such as Upanayana, Marriage, Upakarma, Seemanthan, etc.
 - 2.3 Festivals such as Ganesh festival, Janamashtmi, Mahavir Jayanti, Durga Pooja, etc.

- 2.4 Special services in memory of the departed.
- 2.5 Discourses on religion and scriptures by visiting scholars and saints.
- 2.6 Only Hindu devotional music shall be played.

D. KITCHEN FACILITIES

1. The kitchen may be used for preparing prasad and items of Bhog associated with religious services of the Temple. Deep frying is not permitted, due to fire regulations.
2. Alcoholic beverages, meat, poultry and fish products are not allowed in the Temple premises (inside or outside).
3. In view of the sensitivity of a segment of Hindu devotees, onion and garlic in any form shall not be served in the Temple.
4. In view of the **allergic reaction** of certain individuals to peanuts and walnuts, these in any form shall not be served in the Temple.
5. Paper plates, napkins, plastic spoons, styrofoam cups for water are provided by the Temple for Sunday Bhog and other Temple activities. **Devotees are expected to bring their own supplies for marriages and other functions.** In emergency, the temple can provide these at a cost of \$25/100 per set.
6. **The host must take home all left-over food brought to the Temple. No food shall be left in the refrigerator.**

E. MARRIAGE

1. The presiding priest at a marriage ceremony (both its registration and its religious ritual aspect) at the Hindu Temple must always be our designated Temple priest. An outside priest invited by either the bride's or the bridegroom's party may only assist if needed.
2. The Temple being a religious place is not suitable for certain marriage celebrations such as social dancing, etc. (example Bhangra or Garba, etc.)
3. All activities related to marriage ceremonies must be completed within the regular temple hours. This also applies to all other private activities.
4. As noted for all activities (marriages included) at the temple, alcoholic beverages and meat, poultry, fish products are not allowed at both the built temple premises and the outside temple grounds.
5. As also noted for all activities (marriages included), items such as **tea, coffee, soft drinks, ice cream etc., are neither prepared nor served within the built temple premises as well as at the outside temple grounds.**
6. Tents are not allowed on the outside temple grounds for private functions.

F. HOSTS FOR SUNDAY POOJA

1. Spread sheets in Gita Bhavan for plates.
2. Take food that is to be offered as Bhog to Mahamandap **before noon, but not during the discourse.**
3. Send food for the priests and manager to their apartments before serving food.
4. After lunch put away sheets for laundry.
5. Vacuum Gita Bhavan.
6. Clean kitchen floor with broom and put cleaned and dried utensils back in the cupboards.
7. **Remove all garbage to the Garbage Bin in the Parking Lot** (beside garage).

April 18, 2010