
2020 Event Rental Changes

Golf & Event Center | Sid Cutter Pilots Pavilion
Parks & Recreation Department
9401 Balloon Museum Drive NE 87113
505.768.6062 | balloonfiestapark@cabq.gov



January 13 2020

Dear Citizen of Albuquerque,

In order to provide clients the best possible experience when renting a facility at Balloon Fiesta Park, Sid Cutter Pilots Pavilion or the Golf & Event Center, we are making changes to our current rental policies. We hope to be able to deliver a positive environment for all members of the community who utilize our beautiful facilities. In order to do so, we require security personnel on site for events that serve alcohol and for events that conclude after 7:00 pm. This policy empowers renters to provide a safe and friendly atmosphere for their guests. Beginning **April 1st, 2020**, we the Facility Rental Office will now be providing security personnel at Sid Cutter Pilots Pavilion and the Golf & Event Center.

Security personnel will be provided based on the number of guests on the application for the duration of the event at a rate of **\$20 per hour per security personnel.** Security Personnel will be present at the start of the event, before alcohol service begins, and will stay until the event is completely over. If there are any changes to the actual number of personnel or length of time on site, the difference in charges will be withheld from the **Damage Deposit.**

Security personnel is calculated on the following:

- Minimum 4-hour commitment
- Minimum 1 security personnel for every 100 guests, rounded up to the next one-hundred

There are two options for paying the security personnel fee, 1.) making an additional payment or 2.) withholding the full security personnel fee from the damage deposit. All final payments will be due at the Pre-Event Meeting approximately **45 days** before your event. We understand this may cause some issues for events that already have scheduled Professional Security for their reservation date. If you still wish to use outside security personnel, please submit a **signed written agreement between you and your selected security company, stating the name of the company, number of security personnel, and duration of service** before March 1st 2020.

Attached you will find the new Facility Fee Rates. Please note the addition of security pricing, the facility rental rates and capacities have not changed. If you have any questions on this new alteration, please feel free to contact us at Balloon Fiesta Park, Event Center Office.

balloonfiestapark@cabq.gov or 505.768.6062

Thank you.

*Facility Rental Coordinator
Golf & Event Center | Sid Cutter Pilots Pavilion
Parks & Recreation Department
City of Albuquerque*