

Facility Fee Rates

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



FACILITY FEE RATES

The facility will be open to renters beginning at 9:00 am the day of the event. Renters must be out of the facility by 11:30 pm. The entrance gates to Balloon Fiesta Park close at 11:59 pm.

Event Center	Capacity	
Application (non-refundable)		\$100
Damage Deposit (refundable)		\$250
Banquet & Cantina*	227	\$550
Upper Deck	450	\$250
Banquet, Cantina, & Upper Deck	677	\$750
Audio/Visual Equipment (Banquet Use ONLY)		\$150
Security Personnel – per guard**		\$27/hr.
6 Hole		\$50/hr.

*Patio Lights, Patio Heaters, & Fire Pit available only with the Banquet Room, at no additional charge.

Sid Cutter Pilots' Pavilion	Capacity	
Application (non-refundable)		\$100
Damage Deposit (refundable)		\$500
Small Facility 4,000 sq. ft.	255	\$600
Large Facility 8,000 sq. ft.	509	\$1,100
Entire Facility 12,000 sq. ft	764	\$1,500
Security Personnel – per guard**		\$27/hr.
Audio/Visual Equipment		\$300
D1 Grass Panel		\$100

*Fire Pits available at Sid Cutter Pilots' Pavilion at no additional charge.

****Security Personnel** - Professional security service is required for the **duration** of all events with alcohol and/or events that conclude after 7:00 pm. The Facility Rental Office will provide security personnel based on the number of guests on the application for the **duration** of the event. If there are any changes to the number of personnel or length of time on site, the charges will be withheld from the Damage Deposit. **Event staff has the authority to shut down an event if infractions occur at any time.** Security personnel is calculated on the following for all events who require security:

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

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FACILITY GUIDELINES

Renters are responsible for ensuring that all guidelines are followed by persons entrusted with Setup, Decorating, and Breakdown. Failure to adhere to these guidelines may result in the forfeiture of your damage deposit as well as incurred additional charges caused by damage to the facility.

Approved Decorations

- Free Standing décor
- Centerpieces
- Linens & Chair Covers
- Flower Arrangements
- Chaffing Dishes
- Utilizing Magnets & Fishing Line
- Utilizing a Manufactured Dance Floor
- Utilizing Theatrical Lighting
- Battery Powered Incandescent Fixtures
- Painters Only Tape to Hang Items
- Battery Powered, Incandescent Fixtures

Unapproved Decorations

- Nails, Tacks, Staples, Pins, Glue
- Glitter, Confetti, Potpourri, Sequins
- Opened Candy (all candy must be packaged)
- Hay Bales, Untethered Helium Balloons
- Helium Balloons not allowed in SCPP
- Double-Sided, Foam, Duct, Gaffers, Tape, etc.
- Fake Flower Pedals, Bird Seed, Rice, Sand, Water Beads
- Tiki Torches, Sparklers, Floating Lanterns, Open Flames
- Fireworks
- Bubble, Fog, Snow, Rain Machines

When part of the venue is reserved to another renter, both parties must ensure access to shared parts of the facility (bathrooms, kitchen, walkways, etc.) are not restricted in any way.

Renters are to ensure the fire suppression system, exits, and security cameras remain unobstructed throughout the event. **All decorations and trash must be removed at the end of rental period, including directional signage.**

Renters Checklist

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RENTERS CHECKLIST

45 days before your event:

- Provide a copy of the special dispenser's permit from the Alcohol Vendor
- Complete facility layout map to be provided to Facility Rental Office.
- Pay remainder of facility rental fee, including damage deposit & security fee.
- If having outdoor sound, obtain a Sound Permit from Environment Health
- For Public Events, provide proof of Liability Insurance to Facility Rental Office.

Before your Event:

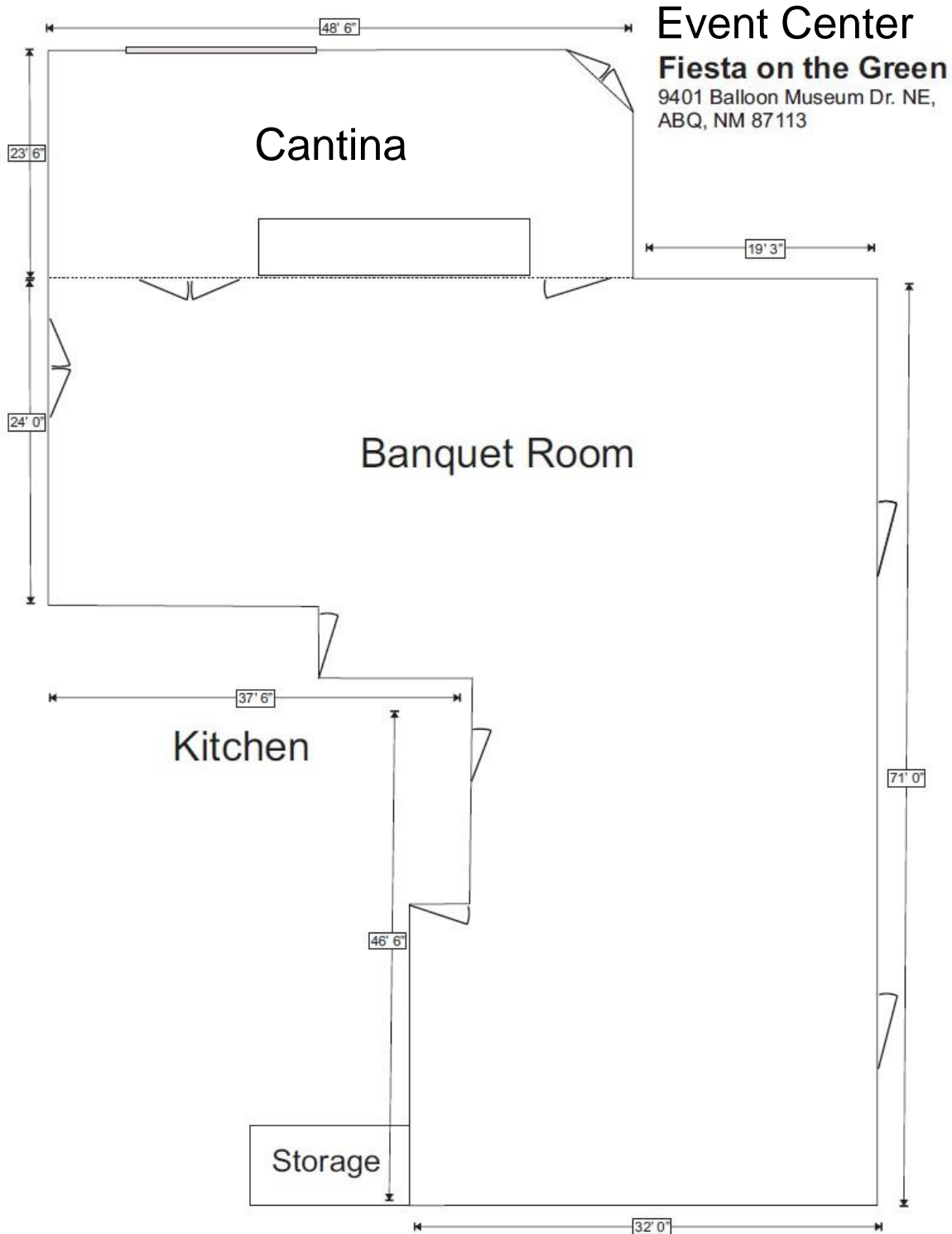
- Ensure Facility Rental Office has copy of catering company's business registration permit
- Complete a Pre-Event walkthrough & inspection of facility with staff on site.

After your event:

- Complete the Post Event Inspection with the event staff on site.
- Confirm Damage Deposit return address. Check will be mailed approximately 8-10 weeks after the event.

Facility Layout

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Sid Cutter Pilot's Pavilion Balloon Fiesta Park

