



## 2025 CONCESSION INSURANCE REQUIREMENTS

***Concessionaires shall provide insurance certificates for each coverage listed below. Neither insurance policies nor insurance cards are acceptable.***

Insurance certificates must be current and valid from 9/22/25 through 10/15/25 and must be received no later than August 15. Concessionaires are not permitted to check in or begin set up until all insurance certificates have been received.

### **General/Product and Premises Liability Insurance**

Concessionaire agrees to have in full force and effect for the full duration of Balloon Fiesta, product and premises liability insurance against all claims or causes of action, or damages, including attorney fees, arising out of the sale of Concessionaire's products/services or Concessionaire's use of the space in Balloon Fiesta Park, providing coverage reasonable and satisfactory to AIBF, including products-completed operations coverage.

The following coverage amounts are required:

#### **Merchandise Concessions**

\$1,000,000.00 per occurrence/ \$2,000,000 aggregate.

#### **Commercial Food Concessions**

\$1,000,000.00 per occurrence/ \$3,000,000 aggregate.

The following must be named as additional insureds on the product and premises liability insurance:

#### **AIBF and its directors, agents, employees, contractors and volunteers**

4401 Alameda NE, Albuquerque, NM 87113

#### **City of Albuquerque Risk Management Department**

PO Box 1293, Albuquerque, NM 87103

#### **City of Albuquerque Parks & Recreation Department**

PO Box 1293, Albuquerque, NM 87103

#### **Kawa Management, LLC**

6619 Suerte Place, Albuquerque, NM 87113

### **Workers' Compensation Insurance**

Concessionaire agrees to have in full force and effect for the full duration of Balloon Fiesta, a workers' compensation insurance policy in the minimum amount of \$500,000. Concessionaire shall provide AIBF one of the following:

A) a certificate of such insurance with stated amounts thereof

OR

B) an affidavit that they are exempt from NM workers' compensation insurance and an agreement to indemnify AIBF from any liability resulting from a workers' claim

Please contact the Concession Manager for a Workers' Compensation Verification Addendum if needed.

### **Automobile Insurance**

Concessionaire agrees to have in full force and effect for the full duration of Balloon Fiesta an automobile liability insurance policy in the minimum amount of \$100,000 per person/ \$300,000 per accident, for each motor vehicle Concessionaire uses at Balloon Fiesta Park.