Rules and Regulations established by the City of Farmington's Parks, Recreation and Cultural Affairs Department.

This is a portion of the Rules and Regulations document. Please call the City's Parks Reservation line for a copy of the full document or with questions: 505-599-1400.

FOOD VENDORS

The applicant must provide the following documentation **Not Later than Three Business Days Prior** to an approved event:

1. **City of Farmington Business License** (unless waived for City-sanctioned event)
a. A New Mexico CRS number is required. To obtain a CRS number, contact the New Mexico Taxation and Revenue Department at 3501 E. Main Farmington, New Mexico or call 505-325-5049.

2. **State of New Mexico Environment Department Permit or Waiver**

3. **Certificate of Liability Insurance for $1,000,000** (unless in possession of a valid Environment Department Waiver).
    a. Policy must cover dates of event.
    b. If applicant is a non-profit youth group and/or possesses a valid State of New Mexico Environment Department waiver, applicant may apply for a waiver of insurance after exhaustion of applicant's national, state, and local organization insurance coverage resources, if any.

4. **Certificate of Automobile Insurance** For mobile concessions where concession is not part of vehicle, or where concession remains stationary throughout the event, applicant will provide proof of insurance (as required by state law) on any vehicle used to transport concession stand/supplies/etc. to and from the event.
    a. For mobile concessions where concession is part of vehicle, provide copy of policy on vehicle for $1,000,000.

AMUSEMENT / CARNIVAL / and RIDE VENDORS

Amusement (non-carnival) rides are a collection of between 1 and 5 rides designed for children 12 years of age or younger. Carnival rides are a collection of 6 or more rides designed for any age group or any 1 ride designed for people 13 years of age or older except as excluded in the Carnival Ride Insurance Act [57-25-1 through 57-25-6 NMSA 1978]. Rides are defined as (1) sitting on or being conveyed by an animal; (2) sitting in, on, or being conveyed by a motorized or non-motorized vehicle; and (3) moving or floating on water. The applicant must provide the following documentation **Not Later than Three Business Days Prior** to an approved event:

1. **City of Farmington Business License** (unless waived for City-sanctioned event)
a. A New Mexico CRS number is required. To obtain a CRS number, contact the New Mexico Taxation and Revenue Department at 3501 E. Main Farmington, New Mexico or call 505-325-5049.

2. **Certificate of Liability Insurance**
    a. Policy must cover dates of event.
    b. **Amusement Rides** must provide for $1,000,000 coverage per occurrence.
    c. **Carnival Rides**
        i. Must provide for $3,000,000 coverage per occurrence.
        ii. Must provide annual certificate of inspection from National Association of Amusement Ride Safety Officials (NAARSO) inspector for all rides involved in event.

3. Certificate of Automobile Insurance
>   a. Must provide proof of insurance (as required by state law) on any vehicle used to transport materials/supplies/etc. to and from the event.
>   Amusement/carnival / and ride vendors are not permitted on turf areas on City of Farmington property.

<u>MISCELLANEOUS VENDORS</u> <u>(not carnival rides, food, or musical acts)</u>

The applicant must provide the following documentation **Not Later Than Three Business Days Prior** to an approved event:

1. **City of Farmington Business License** (unless waived for City-sanctioned event).
>   a. A New Mexico CRS number is required. To obtain a CRS number, contact the New Mexico Taxation and Revenue Department at 3501 E. Main Farmington, New Mexico or call 505-325-5049.

2. Certificate of Automobile Insurance
>   a. Must provide proof of insurance (as required by state law) on any vehicle used to transport materials/supplies/etc. to and from the event unless all such materials/supplies/etc. are transported by foot onto City Park property from a public thoroughfare or parking lot.