



## **Insurance for Santa Fe Community Convention Center**

For the Certificate of Liability naming the City of Santa Fe additionally insured, it should be:

**“General Aggregate \$2,000,000”**  
**“Each Occurrence \$1,000,000”**

For the Certificate Holder, it should read:

City of Santa Fe  
Santa Fe Community Convention Center  
201 W. Marcy  
Santa Fe, NM 87501

Description of Operations/Locations:

Date of the event

The Certificate can be purchased online at either one of the following:

- [www.theeventhelper.com](http://www.theeventhelper.com)
- [www.wedsafe.com](http://www.wedsafe.com)

Also, through a local agent here in Santa Fe:

- Daniels Insurance            505-982-4302
- Salas Garcia                 505-982-9863
- Reynolds Insurance         505-983-4353

Should you have any questions, please feel free to call Convention Services:

- Stephanie Scrimshaw        505-955-6223
- Melissa Glick                 505-955-6217