

---

---

# PIP MEMO

---

---

## FOR PRIESTS' INFORMATION

**TO:** PRIESTS & BUSINESS MANAGERS

**FROM:** FINANCE OFFICE

**DATE:** APRIL 30, 2019

**SUBJECT:** PARISH FESTIVALS – INFLATABLES, FIREWORKS & MECHANICAL MACHINES

---

It's that time of the year where Parishes / Entities may be planning a summer festival / carnival. The Archdiocese would like to remind those who are involved with the planning process to use the "*Parish Festival Best Practices Checklist*," the Catholic Mutual CARES documents, "*Parish Festival Guidelines*," and "*Inflatables/Bounce House Usage*." They are posted on the Archdiocese's website under **Resources > Parish Business > Manage Risk**.

Parishes need to check with the Kansas Department of Labor (Industrial Safety Department) to be sure the inflatable vendor that they are considering using is registered with the state of Kansas and that the inflatables and rides are permitted. The phone number is: **(785) 296-4386**. Parishes are only allowed to use vendors that have complied with state regulations. The Kansas Department of Labor requires general liability insurance in the amount of \$1,000,000 per occurrence and \$2,000,000 per aggregate provided by the inflatable owners. That is the minimum required by the State of Kansas. Catholic Mutual suggests carrying **\$2,000,000** per occurrence due to the possibility of severe injuries, etc.

Catholic Mutual wants to review **all** contracts for inflatables, rides and fireworks to be sure that they don't have insurance indemnity language that is unfavorable to the Parish/Entity and Archdiocese. Please email the contract to Ken Freudenburg at [kfreudenburg@catholicmutual.org](mailto:kfreudenburg@catholicmutual.org) or if there are questions, call him at (800) 228-6108, ext. 2384.

Other items to note when planning a festival / carnival are fireworks and mechanical bulls. A Catholic Mutual CARES document, "*Fireworks Display Safety*" determines if having fireworks are feasible and outlines requirements for a fireworks display. This document is posted on the Archdiocese's website under **Resources > Parish Business > Manage Risk**. In reference to mechanical bulls or any other replica of a bucking animal, these machines are strictly prohibited from being used at any Archdiocesan entity location. They are inherently dangerous, and pose a great deal of risk.

The affordability of the Archdiocese insurance rests on everyone cooperating. The paramount importance to consider is safety for all individuals.

Please feel free to forward this information to those who need to be aware of this information.

Friday, May 03, 2019