

FINANCIAL INSTITUTIONS DIVISION
Regulation and Licensing Department
State of New Mexico
Post Office Box 25101, Santa Fe, New Mexico 87504

AUTOMATED TELLER MACHINE APPLICATIONS
Instructions

Applications for approval to install or relocate ATM's may be made in letter format. It is no longer necessary to concurrently apply to your bank's federal regulator. The application letter should include the following:

Name of the bank

Address where the ATM will be located

Brief description of the location

Why bank management believes the location is in the public interest

How bank management believes the ATM will meet the needs and promote the convenience of the area to be served

Whether or not bank management believes the probable volume of business and reasonable public demand are sufficient to support the cost of the ATM without endangering the solvency of existing banks in the community, and the basis for that belief

A statutory fee to the Financial Institutions Division of \$400 for each ATM should accompany the application.

The Division's response will be in letter form. ATM "Permits" are no longer being issued.