



**New Mexico Regulation and Licensing Department**  
 OFFICE OF THE SUPERINTENDENT AND GENERAL COUNSEL  
 P.O. Box 25101 ▪ Santa Fe, New Mexico 87504  
 (505) 476-4655 ▪ Fax (505) 476-4511 ▪ [www.rld.state.nm.us](http://www.rld.state.nm.us)

**REQUEST TO INSPECT PUBLIC RECORDS**

**Michelle Lujan Grisham**  
Governor

**Marguerite Salazar**  
Superintendent

**Claudia Armijo**  
Deputy Superintendent

**Daniel Rubin**  
General Counsel

**DATE:** \_\_\_\_\_ **DIVISION:** \_\_\_\_\_

**REQUESTOR INFORMATION** *(please print)*

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**Please check the appropriate box and be as specific as possible on documents:**

I am requesting to: INSPECT  or OBTAIN COPIES .

**Please identify the records sought with reasonable particularity:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**I would like to receive the requested documents via:**

**EMAIL**  or **MAIL**

If our Department does not maintain these public records, you will be notified in writing which Department maintains the records you are interested in. **Copies are \$0.25 per page and payment is due prior to receipt of documents.**

All Inspection of Public Records Requests are processed pursuant to the *Inspection of Public Records Act, §14.2.1 NMSA 1978*. The Regulation and Licensing Department charges a copy fee for all requested documents. You will be notified in writing of the fee for your requested documents. Payment must be received prior to the disclosure of documents. It is a felony to tamper with, destroy, conceal, mutilate or remove public documents (§30-26-1, NMSA 1978).

\_\_\_\_\_  
**Print Name of Requestor**

\_\_\_\_\_  
**Signature of Requestor**

Alcohol and Gaming Division  
(505) 476-4875

Boards and Commissions Division  
(505) 476-4600

Construction Industries Division  
(505) 476-4700

Financial Institutions Division  
(505) 476-4885

Manufactured Housing Division  
(505) 476-4770

Securities Division  
(505) 476-4580

Administrative Services Division  
(505) 476-4800