



New Mexico Regulation and Licensing Department

BOARDS AND COMMISSIONS DIVISION

New Mexico Public Accountancy Board

5500 San Antonio Drive, NE ▪ Suite A ▪ Albuquerque, New Mexico 87109
(505) 222-9850 ▪ Fax (505) 222-9855 ▪ www.rld.state.nm.us/boards

Contact Information Update Form For Individuals and Firms

Pursuant to Board Rule 16.60.5.11 A (2) Rules of Conduct

Each applicant, certificate or firm permit holder and each person required to be registered with the Board under the act shall notify the Board, in writing, of any and all changes in such person's mailing address and the effective date thereof within 30 days before or after such effective date.

[This includes physical location address for firms and/or individuals if different from mailing address.]

If a commercial mail service or a post office box number is registered as the Board address of the licensee or firm, the Board requires additional information to establish the physical location address of the firm or licensee and any branch offices if the licensee is in business (must have firm license). Use additional forms as needed. Licensees operating from their homes must possess a firm permit.

Please complete this form by entering any and all updated information. Once complete, Fax, or scan and email this form to Accountancy.Board@state.nm.us; or mail it to the above address.

New Mexico Certificate/Firm No. _____ Date _____

Last Name First Name MI

Firm Name

New Mailing Address _____
Street or P.O. Box City State Zip

New Location Address _____
Street (if different from mailing address) City State Zip

New Email Address _____

New Telephone No. _____

New Work Phone No. _____

New Fax Phone No. _____

Signature _____