



NEW MEXICO ADMINISTRATIVE HEARINGS OFFICE

Mailing: P.O. Box 6400, Santa Fe, NM 87502 | Email: Scheduling.Unit@aho.nm.gov

Phone: (505) 827-0358 | Website: www.aho.state.nm.us

TO: Scheduling Unit, Administrative Hearings Office
Scheduling.Unit@aho.nm.gov

DATE: _____

FROM: _____

Hearing Information

Name: _____

Type of Hearing: _____

ENTRY OF APPEARANCE

I represent _____ in the
above matter. I will accept service of all notices and other document related to this
matter on their behalf.

☐ I am requesting a hearing before the Administrative Hearings Office on behalf of my
client.

☐ My client already requested a hearing before the Administrative Hearings Office or
the Motor Vehicle Division requested a hearing involving my client.

Sincerely,

Attorney's Signature
Printed Attorney's Name:
Mailing Address:

Telephone:
Email Address: