



## NEW MEXICO ADMINISTRATIVE HEARINGS OFFICE

1220 S. St. Francis Drive, Room #269 | P.O. Box 6400, Santa Fe, NM 87502

Phone: (505) 827-0358 | Fax: (505) 827-0500

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TO: Scheduling Unit, Administrative Hearings Office  
P. O. Box 6400  
1220 South St. Francis Drive  
Santa Fe, NM 87502  
Phone: (505) 827-0358  
FAX: (505) 827-0500  
[Scheduling.Unit@state.nm.us](mailto:Scheduling.Unit@state.nm.us)

DATE:

FROM:

### Hearing Information

Driver's Name:

Hearing Date:

Driver's License Number:

Citation Number:

### REQUEST FOR CONTINUANCE

I am requesting a continuance in the matter listed above. I understand that a continuance may only be granted by order of the Administrative Hearings Office. Under the applicable regulation, I also understand that the request must be received at least three (3) working days prior to the hearing and that good cause must exist before the continuance is granted. If the request is received less than three (3) working days before the hearing, then I understand that the grounds for receiving a continuance must be extraordinary, unforeseen circumstances unknown before the time of the request. NO CONTINUANCE SHALL BE GRANTED IF THERE ARE LESS THAN TEN (10) DAYS PRIOR TO THE 90<sup>TH</sup> DAY.

Good Cause:  
training from \_\_\_\_\_ to \_\_\_\_\_;  
vacation plans; or  
other

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Extraordinary Circumstances:  
an emergency, specifically

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Name:  
Mailing Address:  
Telephone/Fax Number and Email Address: