

# Billing Information Sheet

## Your agency must complete the following:

Publish in the *New Mexico Register*

Volume number:

Issue number:

Publication date:

Agency DFA code:

Purchase order number:

Agency name:  
Division name (if applicable):  
Street address or P.O. Box:  
City, state and Zip code:

Contact person's name:  
Contact person's telephone number:  
Contact person's e-mail address

Notice name (if submitting a notice):

Example: [Notice of Rulemaking Hearing](#)

Or rule NMAC number and rule name (if filing an amendment, repeal and replace, repeal, etc.):

Example: [19.31.3 NMAC, Hunting and Fishing License Application](#)

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Electronic file name (ALD use only)

ALD analyst (ALD Use Only)