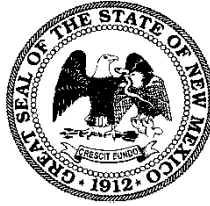


# NEW MEXICO PUBLIC REGULATION COMMISSION

**COMMISSIONERS**

- DISTRICT 1 CYNTHIA B. HALL
- DISTRICT 2 PATRICK H. LYONS
- DISTRICT 3 VALERIE ESPINOZA
- DISTRICT 4 LYNDA LOVEJOY
- DISTRICT 5 SANDY JONES



P.O. Box 1269  
1120 Paseo de Peralta  
Santa Fe, NM 87504-1269

**CHIEF OF STAFF**  
Ernest D. Archuleta, P.E.

## Formal Complaint Form

The New Mexico Public Regulation Commission (NMPRC) attempts to resolve complaints against industries regulated by the NMPRC at the informal level with our Consumer Relations Division. If a consumer is not satisfied with the outcome, they are welcome to file a formal complaint that may be heard by the NMPRC Commissioners at a formal open meeting.

**Step 1: Complaint Information**

Your name (complainant) as it appears on the bill: \_\_\_\_\_

Address as it appears on the bill: \_\_\_\_\_

Phone number (include area code): \_\_\_\_\_ Email Address: \_\_\_\_\_

Company (respondent) you are complaining against: \_\_\_\_\_

Company mailing address and phone number: \_\_\_\_\_

A clear and concise statement of the relief sought (What do you think the company should do to make this situation right?):

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A concise and explicit statement of the facts which the complainant alleges shows a violation:  
(Please use additional sheets if necessary. Attach any relevant documentation such as a copy of the bill(s) in dispute, cancelled check, documentation which will support your position):

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A statement of any laws, rules, orders, tariffs, certificates of public convenience and necessity, or operating authorities alleged to have been violated;

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**Step 2: Affirmation**

Please sign the below statement:

“The factual allegations in the complaint are true and correct to the best of my knowledge and belief”

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**Step 3: Filing Fee**

Please prepare a check or money order payable to the State of New Mexico in the amount of \$25 to pay the formal complaint filing fee.

**Step 4: Filing**

Mail your original document along with your filing fee to:

New Mexico Public Regulation Commission

Records Bureau

PO Box 1269

Santa Fe, NM 87504

1 888 4 ASK PRC

[www.nmprc.state.nm.us](http://www.nmprc.state.nm.us)



*Working for You!*