



STATE OF NEW MEXICO
MAGGIE TOULOUSE OLIVER
 SECRETARY OF STATE

REQUEST TO INSPECT PUBLIC RECORDS

In accordance with the Inspection of Public Records Act (IPRA) Section 14-2-1 NMSA 1978, as amended, every person has the right to inspect public records maintained by the New Mexico Secretary of State’s Office, with certain exceptions. A “public record” is defined to include any document, tape or other material, regardless of form, that is used, created, received, maintained or held by or on behalf of a public body, and is related to public business.

Do not use this form to request information. This form should only be used to request public records as defined above.

Date: _____

 First Name Last Name

 Address

 City State Zip

 Email Address Phone Number

**PLEASE IDENTIFY THE RECORDS SOUGHT WITH REASONABLE PARTICULARITY:
 (Please print)**

Completed form should be emailed to ipra.sos@sos.nm.gov or faxed to 505-827-4387.