

# CHAPTER 14

## RECORDS, LEGAL NOTICES AND OATHS

### ARTICLE 1

### PRESERVATION, RESTORATION AND DESTRUCTION OF RECORDS

#### **14-1-1. [Filing certified copy of document when original is in danger of damage or destruction.]**

Whenever any map, plat or other document on file with or in the official custody of any county clerk in this state shall be in danger of damage or destruction by reason of age, mutilation or any other cause, it shall be lawful for the board of county commissioners of such county to authorize the county clerk to have a true and correct copy thereof made and filed in the office of said county clerk, after having been certified by such county clerk to be a true, correct and compared copy of the original.

**History:** Laws 1939, ch. 130, § 1; 1941 Comp., § 13-401; 1953 Comp., § 71-4-1.

#### **ANNOTATIONS**

**Cross references.** - For state records administrator advising and assisting in programs for disposition of records, see 14-3-18 NMSA 1978.

For durability of records, see 14-8-7, 14-8-8 NMSA 1978.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 66 Am. Jur. 2d Records and Recording Laws §§ 81, 128.

76 C.J.S. Records § 2 et seq.

#### **14-1-2. [Effect of filing certified copy.]**

The filing of such certified copy of map, plat or other document in the office of the county clerk shall relate back to the date of the filing of the original and such certified copy shall have the same validity and effect as the original.

**History:** Laws 1939, ch. 130, § 2; 1941 Comp., § 13-402; 1953 Comp., § 71-4-2.

#### **14-1-3. [Method of copying.]**

That copies of such maps, plats or other documents may be made in any manner which the county clerk shall determine to be best to correctly and completely exemplify the

original, including the making of copies by photographic, photostatic or any other mechanical process.

**History:** Laws 1939, ch. 130, § 3; 1941 Comp., § 13-403; 1953 Comp., § 71-4-3.

#### **14-1-4. ["Public officer" defined for purpose of microfilming records.]**

The term public officer means any officer of the legislative, executive and judicial departments of the state whether elected or appointed, including officers of the boards, commissions, bureaus and all other agencies of this state and the departments thereof, and including officers of the state legislature and the officers and clerks of the courts of this state and, in like manner, the county and municipal officers of the counties, cities, towns and villages of this state.

**History:** 1941 Comp., § 13-406, enacted by Laws 1947, ch. 185, § 1; 1953 Comp., § 71-4-6.

#### **ANNOTATIONS**

**Newspapers maintained by county clerks may be microfilmed,** so long as the microfilm is accessible to the public. 1979 Op. Att'y Gen. No. 79-16.

#### **14-1-5. [Authorization for photographing and microfilming public records.]**

Any public officer of the state may cause any or all records, papers or documents kept by him to be photographed, microfilmed, microphotographed or reproduced on film. Such photographic film and the device used to reproduce such records on such film shall be one which accurately reproduces the original thereof in all details.

**History:** 1941 Comp., § 13-407, enacted by Laws 1947, ch. 185, § 2; 1953 Comp., § 71-4-7.

#### **ANNOTATIONS**

**Cross references.** - For provision that recording "book" includes microfilm, see 14-8-3 NMSA 1978.

**When public record may be destroyed.** - A public record may not be destroyed until its reproduction in film has been approved, copies of such reproduction have been made and filed and unless the original has been a public record for at least five years or has been audited by the state comptroller's (now state auditor's) office. 1947-48 Op. Att'y Gen. No. 5092.

**Section controlled by 14-3-15 NMSA 1978.** - Although this section permits county officials to microfilm the records maintained by them, 14-3-15 NMSA 1978 is the more specific statute and is controlling. 1979 Op. Att'y Gen. No. 79-26.

**Newspapers maintained by county clerks may be microfilmed,** so long as the microfilm is accessible to the public. 1979 Op. Att'y Gen. No. 79-16.

**Authority of penitentiary warden to microfilm records, etc.** - Since the penitentiary warden is an appointed public officer, he can microfilm all records, papers and documents and destroy the original records after obtaining approval, after he has made two reproductions of all original records, papers or documents, keeping one copy where the original record was kept and the other copy being sent to the secretary of state for his archives. No original records, papers or documents are to be destroyed, after copies have been made, until such records, papers or documents have been a public record for five years, or until the records have been audited by the office of the state comptroller (now state auditor). 1955-56 Op. Att'y Gen. No. 6113.

#### **14-1-6. [Photographed or microfilmed copies deemed original records.]**

Such photographs, microfilms, photographic film or microphotographs shall be deemed to be an original record for all purposes, including introduction in evidence in all courts or administrative agencies. A transcript, exemplification or certified copy thereof shall, for all purposes recited herein, be deemed to be a transcript, exemplification or certified copy of the original.

**History:** 1941 Comp., § 13-408, enacted by Laws 1947, ch. 185, § 3; 1953 Comp., § 71-4-8.

#### **ANNOTATIONS**

**Newspapers maintained by county clerks may be microfilmed,** so long as the microfilm is accessible to the public. 1979 Op. Att'y Gen. No. 79-16.

**Copy did not violate best evidence rule.** - A copy of the statement defendant gave to the police which was introduced into evidence did not violate the best evidence rule. State v. Darden, 86 N.M. 198, 521 P.2d 1039 (Ct. App. 1974).

#### **14-1-7. Destruction of obsolete county records.**

The following county records shall be deemed obsolete and may be destroyed:

- A. purchase vouchers which are six years old;
- B. chattel mortgages six years after the expiration of their term;

C. security agreements filed under the Uniform Commercial Code [Chapter 55 NMSA 1978] six years after the expiration of their term;

D. copies of state highway project contracts filed by the chief highway engineer three years after the date of filing;

E. duplicate information reports filed in the offices of county officials, including but not limited to duplicate reports of the county treasurer, sheriff, county agricultural agents and county health officers, which are two years old;

F. chattel mortgage releases six years after the date of filing; and

G. termination statements filed under the Uniform Commercial Code six years after the date of filing.

**History:** 1953 Comp., § 71-4-10, enacted by Laws 1957, ch. 192, § 1; 1965, ch. 123, § 1; 1967, ch. 82, § 1.

## ANNOTATIONS

**County employee payment vouchers and county clerk receipt books.** - County employee payment vouchers for the period 1920 through 1950 presumably can be considered obsolete and can be destroyed after following the procedure set forth in 14-1-8 NMSA 1978. The same would apply to county clerk receipt books which are more than four years old. 1961-62 Op. Att'y Gen. No. 61-127.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 66 Am. Jur. 2d Records and Recording Laws § 10.

76 C.J.S. Records § 30 et seq.

### **14-1-8. [Obsolete county records; notice of proposed destruction; preservation desired by state records administrator; delivery of documents.]**

An official charged with the custody of any records and who intends to destroy those records, shall give notice by registered or certified mail to the state records administrator, state records center, Santa Fe, New Mexico, of the date of the proposed destruction and the type and date of the records he intends to destroy. The notice shall be sent at least sixty days before the date of the proposed destruction. If the state records administrator wishes to preserve any of the records, the official shall allow the state records administrator to have the documents by calling for them at the place of storage.

**History:** 1953 Comp., § 71-4-11, enacted by Laws 1957, ch. 192, § 2; 1961, ch. 81, § 1.

## ANNOTATIONS

**Determination records obsolete to be made.** - Prior to destroying any records under the authority of this section, a factual determination that the particular records are obsolete must be made. 1961-62 Op. Att'y Gen. No. 61-127.

**Destruction of original records without action by records administrator.** - If microfilmed and certified pursuant to 14-3-15 NMSA 1978, originals of records, including newspapers kept by county clerks, may be destroyed without any action on the part of the records administrator. 1979 Op. Att'y Gen. No. 79-16.

## ARTICLE 2 INSPECTION OF PUBLIC RECORDS

### 14-2-1. Right to inspect public records; exceptions.

A. Every person has a right to inspect any public records of this state except:

(1) records pertaining to physical or mental examinations and medical treatment of persons confined to any institution;

(2) letters of reference concerning employment, licensing or permits;

(3) letters or memorandums which are matters of opinion in personnel files or students' cumulative files;

(4) law enforcement records that reveal confidential sources, methods, information or individuals accused but not charged with a crime. Law enforcement records include evidence in any form received or compiled in connection with any criminal investigation or prosecution by any law enforcement or prosecuting agency, including inactive matters or closed investigations to the extent that they contain the information listed above;

(5) as provided by the Confidential Materials Act [14-3A-1, 14-3A-2 NMSA 1978];

(6) trade secrets, attorney-client privileged information and long-range or strategic business plans of public hospitals discussed in a properly closed meeting;

(7) public records containing the identity of or identifying information relating to an applicant or nominee for the position of president of a public institution of higher education; and

(8) as otherwise provided by law.

B. At least twenty-one days before the date of the meeting of the governing board of a public institution of higher education at which final action is taken on selection of the person for the position of president of the institution, the governing board shall give public notice of the names of the finalists being considered for the position. The board shall consider in the final selection process at least five finalists. The required notice shall be given by publication in a newspaper of statewide circulation and in a newspaper of county-wide circulation in the county in which the institution is located. Publication shall be made once and shall occur at least twenty-one days and not more than thirty days before the described meeting.

C. Postponement of a meeting described in Subsection B of this section for which notice has been given does not relieve the governing body from the requirement of giving notice of a rescheduled meeting in accordance with the provisions of Subsection B of this section.

D. Action taken by a governing body without compliance with the notice requirements of Subsections B and C of this section is void.

E. Nothing in Subsections B through D of this section prohibits a governing body from identifying or otherwise disclosing the information described in this section.

**History:** 1941 Comp., § 13-501, enacted by Laws 1947, ch. 130, § 1; 1953 Comp., § 71-5-1; Laws 1973, ch. 271, § 1; 1981, ch. 47, § 3; 1993, ch. 260, § 1; 1998 (1st S.S.), ch. 3, § 1; 1999, ch. 158, § 1.

## ANNOTATIONS

- I. General Consideration.
- II. Records Subject to Inspection.
- III. Exceptions.

### I. GENERAL CONSIDERATION.

**Cross references.** - For use of police reports for commercial solicitation, see 14-2A-1 NMSA 1978.

For provisions of Arrest Record Information Act, see Chapter 29, Article 10 NMSA 1978.

**The 1993 amendment**, effective June 18, 1993, substituted "person" for "citizen of this state" in the introductory language, substituted "institution" for "institutions" in Subsection A, added Subsection D, and redesignated former Subsections D and E as Subsections E and F.

**The 1998 amendment**, effective May 11, 1998, designated the former introductory paragraph as Subsection A, redesignated the existing paragraphs thereunder as

Paragraphs A(1)-(5) and (7), and added Paragraph A(6), making minor stylistic changes; and added Subsection B.

**The 1999 amendment**, effective April 5, 1999, in Subsection A added Paragraph (6) and redesignated the remaining paragraphs accordingly.

**Purpose and intent.** - The legislature has clearly and unequivocally indicated that public records are to be made public with the exception of certain confidential information and except as otherwise provided by law. 1957-58 Op. Att'y Gen. No. 58-197.

**Right of citizen to inspect.** - A citizen has a fundamental right to have access to public records. The citizen's right to know is the rule, and secrecy is the exception. Where there is no contrary statute or countervailing public policy, the right to inspect public records must be freely allowed. State ex rel. Newsome v. Alarid, 90 N.M. 790, 568 P.2d 1236 (1977).

**Common-law concept.** - The right of the public to inspect records which are in custody of a public officer is a common-law concept and exists even without statute. 1953-54 Op. Att'y Gen. No. 5933.

**Public's right to inspection is not absolute.** 1969 Op. Att'y Gen. No. 69-89.

**Dissemination of information not necessarily included.** - The right to inspect public records does not necessarily include the right to disseminate the information contained in those records. 1969 Op. Att'y Gen. No. 69-89.

**Limited privacy of accused.** - Section 29-10-4 NMSA 1978 protects the confidentiality of information concerning the identity of a person who has been accused, but not charged, with a crime only if that information has been collected in connection with an investigation of, or otherwise relates to, another person who has been charged with committing a crime. However, information in other records which identifies a person accused but not charged with or arrested for a crime may be protected from public disclosure under this section. Finally, even if it would otherwise be protected under either statute, information about a person accused but not charged with a crime is open to public inspection if it is contained in a document listed in 29-10-7 NMSA 1978. 1994 Op. Att'y Gen. No. 94-02.

**Identity of individuals arrested or charged with crime not protected.** - Neither the Arrest Record Information Act nor the Inspection of Public Records Act authorizes a law enforcement agency to protect the identity of persons who have been arrested or charged with a crime. 1994 Op. Att'y Gen. No. 94-02.

**No defense to invasion of privacy action.** - The right of inspection is no defense to an action for invasion of privacy based upon publication of matters which an individual has the right to keep private. 1969 Op. Att'y Gen. No. 69-89.

**Term "public records"** is intended to include all papers or memoranda in the possession of public officers which are required by law to be kept by them. 1966 Op. Att'y Gen. No. 66-131.

**Definition of "public records" in Public Records Act does not apply to section,** the "right-to-know law." Such definition is so broad that no reasonable interpretation of this section could possibly include all of the records that would be subject to inspection by public under that definition. State ex rel. Newsome v. Alarid, 90 N.M. 790, 568 P.2d 1236 (1977) See 14-3-1 to 14-3-16 NMSA 1978 for Public Records Act.

**Criterion for determining what information is public record** is whether the information is required by law to be kept or is necessarily kept in the discharge of a duty imposed by law. 1969 Op. Att'y Gen. No. 69-89.

Elements essential to constitute a public record are that it be made by a public officer and that the officer be authorized by law to make it. 1963-64 Op. Att'y Gen. No. 63-55.

**Provisions of section contemplate some exception** to the Public Records Act, 14-3-1 NMSA 1978 et seq. 1963-64 Op. Att'y Gen. No. 64-19.

**Custodian may make reasonable restrictions and conditions on access.** - Fact that request for inspection would pose an extreme burden on personnel office of state university was not a legitimate reason, by itself, for failure to make records available for inspection or for copying, but custodian could make reasonable restrictions and conditions on access to the records. Reasonable regulations could be made as to times when and places where they may be inspected or copied, and custodian could insist upon reasonable supervision for the safekeeping of the records. State ex rel. Newsome v. Alarid, 90 N.M. 790, 568 P.2d 1236 (1977).

**Citizen must follow court-ordered arrangement to inspect records.** - When a citizen enforces this section through an action to compel production of documents, the citizen must comply with the court-ordered arrangements for inspection. Newsome v. Farer, 103 N.M. 415, 708 P.2d 327 (1985).

**The threshold requirements for an in camera inspection** are that the custodian of the records must first determine whether the person requesting disclosure is a citizen and whether the request is for a lawful purpose; second, the custodian must justify why the records should not be furnished. State ex rel. Blanchard v. City Comm'rs, 106 N.M. 769, 750 P.2d 469 (Ct. App. 1988).

**Justification for refusing to release records.** - Fact that information was obtained under a promise of confidentiality, standing alone, would not suffice to preclude disclosure. The promise would have to coincide with reasonable justification, based on public policy, for refusing to release the records. Furthermore, the justification would have to be articulated by the custodian for the record. State ex rel. Newsome v. Alarid, 90 N.M. 790, 568 P.2d 1236 (1977).



**Duty of custodian to determine whether information can be justifiably withheld. -**

There may be circumstances under which the information contained in the record can be justifiably withheld. The custodian has the initial duty to make this determination as to each record requested. He must first determine that the person requesting access is a citizen and that he is requesting the information for a lawful purpose. The burden is upon the custodian to justify why the records sought to be examined should not be furnished. It shall then be the court's duty to determine whether the explanation of the custodian is reasonable and to weigh the benefits to be derived from nondisclosure against the harm which may result if the records are not made available. State ex rel. Newsome v. Alarid, 90 N.M. 790, 568 P.2d 1236 (1977).

**Nondisclosure of names of terminated employees. -** Where the reason for termination of public employees is a matter of public knowledge before the individuals are terminated, the privacy of the disciplinary proceeding can only be protected by upholding the administrative decision not to disclose the names of the individuals affected. State ex rel. Barber v. McCotter, 106 N.M. 1, 738 P.2d 119 (1987).

**Transferring duty as custodian prohibited. -** By reason of this section, the records of the director of the department of public health (now secretary of health) are, in some instances, not open to public inspection, and the duty of the custodian of those records, to wit, the director of public health (now secretary), in the maintenance of the secrecy of those records would prohibit him, the governor or any other person from transferring the duty as custodian of the records to any other person. 1953-54 Op. Att'y Gen. No. 5943.

**Imposing charge tantamount to denial of right to inspect. -** A charge of \$25.00 per month may not be imposed by counties upon abstract and title companies for such facilities as lights, telephone and janitorial services to reimburse the counties therefor in connection with abstract and title companies inspecting and copying public records, because this practice amounts to a denial of the right to inspect records. 1957-58 Op. Att'y Gen. No. 57-102.

**Law reviews. -** For 1984-88 survey of New Mexico administrative law, 19 N.M.L. Rev. 575 (1990).

For survey of 1988-89 Administrative Law, see 21 N.M.L. Rev. 481 (1991).

**Am. Jur. 2d, A.L.R. and C.J.S. references. -** 37A Am. Jur. 2d Freedom of Information Acts § 1 et seq. 52 Am. Jur. 2d Mandamus § 204; 66 Am. Jur. 2d Records and Recording Laws §§ 12 to 31.

Enforceability by mandamus of right to inspect public records, 60 A.L.R. 1356, 169 A.L.R. 653.

Right to inspect motor vehicle records, 84 A.L.R.2d 1261.

Confidentiality of records as to recipients of public welfare, 54 A.L.R.3d 768.

Payroll records of individual government employees as subject to disclosure to public, 100 A.L.R.3d 699.

Validity, construction, and effect of state laws requiring public officials to protect confidentiality of income tax returns or information, 1 A.L.R.4th 959.

What constitutes preliminary drafts or notes provided by or for state or local governmental agency, or intra-agency memorandums, exempt from disclosure or inspection under state freedom of information act, 26 A.L.R.4th 639.

Patient's right to disclosure of his or her own medical records under state freedom of information act, 26 A.L.R.4th 701.

What are "records" of agency which must be made available under state freedom of information act, 27 A.L.R.4th 680.

What constitutes an agency subject to application of state freedom of information act, 27 A.L.R.4th 742.

What constitutes "trade secrets" exempt from disclosure under state freedom of information act, 27 A.L.R.4th 773.

What constitutes legitimate research justifying inspection of state or local public records not open to inspection by general public, 40 A.L.R.4th 333.

State freedom of information act requests: right to receive information in particular medium or format, 86 A.L.R.4th 786.

Use of Freedom of Information Act (5 USCS § 552) as substitute for, or as means of, supplementing discovery procedures available to litigants in federal civil, criminal, or administrative proceedings, 57 A.L.R. Fed. 903.

What constitutes "confidential source" within Freedom of Information Act exemption permitting nondisclosure of identity of confidential source and, in specified instances, of confidential information furnished only by confidential source (5 USCS § 552(b)(7)(D)), 59 A.L.R. Fed. 550.

Waiver by federal government agency as affecting agency's right to claim exemption from disclosure requirements under the Freedom of Information Act (5 USCS § 552(b)), 67 A.L.R. Fed. 595.

When are government records "similar files" exempt from disclosure under Freedom of Information Act provision (5 USCS § 552(b)(6)) exempting certain personnel, medical, and "similar" files, 106 A.L.R. Fed. 94.

What constitutes "final opinion" or "order" of federal administrative agency required to be made available for public inspection and copying within meaning of 5 USCS § 552(a)(2)(A), 114 A.L.R. Fed. 287.

What constitutes "trade secrets and commercial or financial information obtained from person and privileged or confidential," exempt from disclosure under Freedom of Information Act (5 USCS § 552 (b)(4)) (FOIA), 139 A.L.R. Fed. 225.

What are "records" of agency which must be made available under Freedom of Information Act (5 USCA § 552(a)(3)), 153 A.L.R. Fed. 571.

Actions brought under Freedom of Information Act, 5 U.S.C.A. § 522 et seq. - supreme court cases, 167 A.L.R. Fed. 545.

What are interagency or intra-agency memorandums or letters exempt from disclosure under the Freedom of Information Act (5 U.S.C.A. § 552(b)), 168 A.L.R. Fed. 143.

What constitutes "confidential source" within Freedom of Information Act exemption permitting nondisclosure of confidential source and, in some instances, of information furnished by confidential source (5 U.S.C.A. § 552(b)), 171 A.L.R. Fed. 193.

76 C.J.S. Records § 48 et seq.

## II. RECORDS SUBJECT TO INSPECTION.

**Court opinions subject to inspection or copying.** - The supreme court and the court of appeals are required to make available their current and past opinions to the public for inspection or for copying. 1979 Op. Att'y Gen. No. 79-14.

**Reimbursement or other consideration to courts for copying costs.** - The supreme court and the court of appeals should require reasonable reimbursement for the costs incurred by them for copying opinions for the public or for retrieving their opinions for inspection. However, such a charge need not be made in those cases in which the courts receive some other form of consideration in return for supplying their opinions to private individuals or enterprises. 1979 Op. Att'y Gen. No. 79-14.

**Jury lists.** - A jury list is a public record and the media are entitled to inspect and publish it. State ex rel. New Mexico Press Ass'n v. Kaufman, 98 N.M. 261, 648 P.2d 300 (1982).

**All records which do not deal with physical or mental examinations or medical treatment of patients** are public records. This type of record would include payrolls, receipts and disbursements, etc. Any record which might fairly be called a record of examination of a patient or a record of medical treatment of a patient of any institution is not a public record and need not be submitted to public scrutiny. 1959-60 Op. Att'y Gen. No. 60-155.

**Data compiled from case histories.** - Case histories furnished by attending physicians on individual patients from which mortality data is to be taken are confidential records, but the data compiled from such case histories where the individual identity is lost are not confidential. 1959-60 Op. Att'y Gen. No. 59-158.

**Workers' compensation claim files.** - The workers' compensation division maintains workers' compensation claim files in the course of its statutory function of adjudicating claims filed by workers, which makes them public records within the meaning of state freedom of information laws. 1988 Op. Att'y Gen. 88-16.

For a discussion of whether certain specific documents found in workers' compensation claim files should be made available for public inspection, see 1988 Op. Att'y Gen. No. 88-16.

**Medical records introduced into evidence.** - To the extent any medical records that otherwise are exempt from disclosure are introduced into evidence during the course of a formal workers' compensation hearing which is open to the public, such records lose their exempt status and may be inspected by the public. 1988 Op. Att'y Gen. No. 88-16.

**Records of state penitentiary** are public records and should be made available for public inspection in accordance with the provisions of this section. 1951-52 Op. Att'y Gen. No. 5342.

**Voter registration records.** - A county chairman of a political party is entitled to have the working master record of the voter registration records of the county copied, or duplicated at his expense under the county clerk's supervision, as these records are public records. *Ortiz v. Jaramillo*, 82 N.M. 445, 483 P.2d 500 (1971).

**Public school records.** - Business records, expenditures, daily attendance records and permanent records of an individual student's grades kept by the public schools are public records. 1961-62 Op. Att'y Gen. No. 61-137.

Any citizen of this state has a right to examine the public records of a school district when such records have been made a part of central records of such school district. This right to inspection is spelled out by statute, and the legislature has specified that the denial of such right of access is punishable as a misdemeanor. 1961-62 Op. Att'y Gen. No. 61-137.

**Instructional material used in public school.** - Local school boards have no authority to prohibit citizens of the state from inspecting instructional material used in a public school within the district. 1988 Op. Att'y Gen. No. 88-37.

**Immunization records of school children** are available to the public. 1959-60 Op. Att'y Gen. No. 59-158.

**Names and addresses of teachers** employed in New Mexico school systems which are contained in lists compiled by the department of education are public records. 1969 Op. Att'y Gen. No. 69-89.

**Employee's file held by state personnel office.** - Personnel actions, supervisor's ratings, arrest records, letters of commendation or condemnation from the employing agency, present employment history, the job application itself and educational history in an employee's file held by the state personnel office is a matter of public record. 1968 Op. Att'y Gen. No. 68-110.

Supreme court declined to hold that all information in employment records of state university regarding military discharges or arrest records should be exempted from disclosure. State ex rel. Newsome v. Alarid, 90 N.M. 790, 568 P.2d 1236 (1977).

**Salary information pertaining to state employee** which is possessed by the state personnel office is a matter of public record. 1968 Op. Att'y Gen. No. 68-110.

Because the state personnel director is required by law to establish and maintain a roster for all state employees showing the employee's pay rate, 10-9-12 NMSA 1978, the salary of a state employee is a matter of public record. 1968 Op. Att'y Gen. No. 68-110.

**Job applicant's test score and position on eligibility list** under 10-9-13 NMSA 1978, possessed by the state personnel office, is a public record. 1968 Op. Att'y Gen. No. 68-110.

**Minutes of board of bar examiners** meet the requirements of the definition of public records, and, as such, are required under the common law adopted by this state and also by this section, as amended, to be public records and, as such, are subject to the inspection of the public. 1953-54 Op. Att'y Gen. No. 5933.

**Interstate stream commission.** - Under the provisions of this section, any public records reflecting the work or action of the interstate stream commission are subject to public inspection. 1961-62 Op. Att'y Gen. No. 62-80.

**County fair board.** - Since the legislature has specifically granted counties the authority to conduct county fairs, a county fair board is an arm of the county and its records are county records which are subject to inspection as provided in this section and former 14-2-2 NMSA 1978. 1964 Op. Att'y Gen. No. 64-109.

### III. EXCEPTIONS.

**Data of personal nature used in educating pupils not subject.** - Such records or memoranda as may be kept by a teacher, or other school official, for informational purposes on individual students, and which may contain data of a personal nature for use in assisting teachers or school personnel in educating pupils, do not fall within the

classification of public records entitled to be scrutinized by the public. 1961-62 Op. Att'y Gen. No. 61-137.

**Temporary or partial grades or records** kept by individual teachers are not public records. 1961-62 Op. Att'y Gen. No. 61-137.

**Records of non-mandated university employment office.** - Student complaints against man who utilized the services of university employment office to obtain domestic help by means of job postings were not "public records," since there was no legal mandate for the operation of the employment office, nor was there an obligation of the office to make or keep records of the complaints. *Spadaro v. University of N.M. Bd. of Regents*, 107 N.M. 402, 759 P.2d 189 (1988).

**Portions of applicant's file may be classified as confidential by state personnel board.** - Not all records kept by a public officer are public records. The state personnel board has, within statutory limits, a limited and restricted right to classify certain portions of an applicant's file as confidential. Any portion which would be made available to the state only on a confidential and restricted basis may be treated by the state personnel board as confidential. This right, however, should be narrowly and restrictively applied. 1968 Op. Att'y Gen. No. 68-110.

Under the rule-making authority of 10-9-10 and 10-9-13 NMSA 1978, the state personnel board has a limited and restricted right to classify as confidential certain portions of an individual's personnel file which would not otherwise be made available to the state unless on a confidential or restricted basis. 1963-64 Op. Att'y Gen. No. 64-19.

**Personnel records of state university employees pertaining to illness may be confidential.** - Personnel records of employees of state university which pertain to illness, injury, disability, inability to perform a job task and sick leave are considered confidential under this section and not subject to release to the public, except by the consent or waiver of the particular employee. *State ex rel. Newsome v. Alarid*, 90 N.M. 790, 568 P.2d 1236 (1977).

**Medical history and employment history solicited from applicant's previous employer** for 10-9-13 NMSA 1978 are not public records. 1968 Op. Att'y Gen. No. 68-110.

**Privilege of inquiry as to faculty salary matters** must be suspended until the board of regents reaches its final conclusion, i.e., the culmination of the contract between the board and the individual. *Sanchez v. Board of Regents*, 82 N.M. 672, 486 P.2d 608 (1971).

Thought processes, or the offer of a contract, are not such a public record as would require public inspection. *Sanchez v. Board of Regents*, 82 N.M. 672, 486 P.2d 608 (1971).

Right to inspect records of the board of regents of a state university on the subject of salary contract negotiations before the task was completed should be denied. *Sanchez v. Board of Regents*, 82 N.M. 672, 486 P.2d 608 (1971).

**Criminal complaints.** - Complaints filed in J. P. (now magistrate) court by district attorney and sheriff's office do not constitute public records when the person complained against has not been arrested and is not subject to public inspection. 1947-48 Op. Att'y Gen. No. 5074.

**Information obtained under Mental Health and Developmental Disabilities Code.** - A district court clerk may not release the information identified in 43-1-19A NMSA 1978, governing disclosure under the Mental Health and Developmental Disabilities Code, without obtaining the consent of the person to whom that information pertains. 1988 Op. Att'y Gen. No. 88-75.

**Records of human services department.** - Since other statutory provisions are made for inspection of records of the welfare department (now human services department), they are open for inspection only in accordance with 27-2-35. 1947-48 Op. Att'y Gen. No. 5032.

**Meaning of "as otherwise provided by law".** - The exception in Subsection F of this section incorporates an administrative regulation that effectuates the legislature's intent in enacting the Public Employee Bargaining Act [now repealed]; any benefit to the public from inspecting the representation petition filed under that act would be significantly outweighed by a public employee's privacy interest. *City of Las Cruces v. Public Employee Labor Relations Bd.* 1996-NMSC-024, 121 N.M. 688, 917 P.2d 451.

## **14-2-2. Repealed.**

### **ANNOTATIONS**

**Repeals.** - Laws 1993, ch. 258, § 10 repeals 14-2-2 NMSA 1978, as enacted by Laws 1947, ch. 130, § 2, requiring officers having custody of certain records to provide opportunity and facilities for inspection, effective June 18, 1993. For provisions of former section, see 1988 Replacement Pamphlet.

#### **14-2-2.1. Copies of public records furnished.**

When a copy of any public record is required by the veterans' administration to be used in determining the eligibility of any person to participate in benefits made available by the veterans' administration, the official custodian of such public record shall, without charge, provide the applicant for such benefits, or any person acting on his behalf, or the authorized representative of the veterans' administration, with a certified copy of such record.

**History:** Laws 1979, ch. 23, § 1.

## ANNOTATIONS

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 37A Am. Jur. 2d Freedom of Information Acts § 1 et seq. 66 Am. Jur. 2d Records and Recording Laws §§ 10, 12 to 15, 19.

Enforceability by mandamus of right to inspect public records, 60 A.L.R. 1356, 169 A.L.R. 653.

76 C.J.S. Records § 48 et seq.

### **14-2-3. Repealed.**

## ANNOTATIONS

**Repeals.** - Laws 1993, ch. 258, § 10 repeals 14-2-3 NMSA 1978, as amended by Laws 1983, ch. 141, § 1, providing a remedy for citizens who have been refused the right to inspect any public record, effective June 18, 1993. For provisions of former section, see 1988 Replacement Pamphlet. For present comparable provisions, see 14-2-11 NMSA 1978.

### **14-2-4. Short title.**

Chapter 14, Article 2 NMSA 1978 may be cited as the "Inspection of Public Records Act".

**History:** Laws 1993, ch. 258, § 1.

### **14-2-5. Purpose of act; declaration of public policy.**

Recognizing that a representative government is dependent upon an informed electorate, the intent of the legislature in enacting the Inspection of Public Records Act [this article] is to ensure, and it is declared to be the public policy of this state, that all persons are entitled to the greatest possible information regarding the affairs of government and the official acts of public officers and employees. It is the further intent of the legislature, and it is declared to be the public policy of this state, that to provide persons with such information is an essential function of a representative government and an integral part of the routine duties of public officers and employees.

**History:** Laws 1993, ch. 258, § 2.

## ANNOTATIONS

**Bracketed material.** - The bracketed material in this section was inserted by the compiler. It was not enacted by the legislature and is not a part of the law.



## **14-2-6. Definitions.**

As used in the Inspection of Public Records Act [this article]:

- A. "custodian" means any person responsible for the maintenance, care or keeping of a public body's public records, regardless of whether the records are in that person's actual physical custody and control;
- B. "inspect" means to review all public records that are not excluded in Section 14-2-1 NMSA 1978;
- C. "person" means any individual, corporation, partnership, firm, association or entity;
- D. "public body" means the executive, legislative and judicial branches of state and local governments and all advisory boards, commissions, committees, agencies or entities created by the constitution or any branch of government that receives any public funding, including political subdivisions, special taxing districts, school districts and institutions of higher education; and
- E. "public records" means all documents, papers, letters, books, maps, tapes, photographs, recordings and other materials, regardless of physical form or characteristics, that are used, created, received, maintained or held by or on behalf of any public body and relate to public business, whether or not the records are required by law to be created or maintained.

**History:** Laws 1993, ch. 258, § 3.

## **14-2-7. Designation of custodian; duties.**

Each public body shall designate at least one custodian of public records who shall:

- A. receive and respond to requests to inspect public records;
- B. provide proper and reasonable opportunities to inspect public records;
- C. provide reasonable facilities to make or furnish copies of the public records during usual business hours; and
- D. post in a conspicuous location at the administrative office of each public body a notice describing:
  - (1) the right of a person to inspect a public body's records;
  - (2) procedures for requesting inspection of public records;
  - (3) procedures for requesting copies of public records;

(4) reasonable fees for copying public records; and

(5) the responsibility of a public body to make available public records for inspection.

**History:** Laws 1993, ch. 258, § 4; 2001, ch. 204, § 1.

### **ANNOTATIONS**

**The 2001 amendment**, effective June 15, 2001, added Subsection D.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 37A Am. Jur. 2d Freedom of Information Acts § 1 et seq.

What are "records" of agency which must be made available under Freedom of Information Act (5 USCA § 552(a)(3)), 153 A.L.R. Fed. 571.

#### **14-2-8. Procedure for requesting records.**

A. Any person wishing to inspect public records may submit an oral or written request to the custodian. However, the procedures set forth in this section shall be in response to a written request. The failure to respond to an oral request shall not subject the custodian to any penalty.

B. Nothing in the Inspection of Public Records Act [this article] shall be construed to require a public body to create a public record.

C. A written request shall provide the name, address and telephone number of the person seeking access to the records and shall identify the records sought with reasonable particularity. No person requesting records shall be required to state the reason for inspecting the records.

D. A custodian receiving a written request shall permit the inspection immediately or as soon as is practicable under the circumstances, but not later than fifteen days after receiving a written request. If the inspection is not permitted within three business days, the custodian shall explain in writing when the records will be available for inspection or when the public body will respond to the request. The three-day period shall not begin until the written request is delivered to the office of the custodian.

E. In the event that a written request is not made to the custodian having possession of or responsibility for the public records requested, the person receiving the request shall promptly forward the request to the custodian of the requested public records, if known, and notify the requester. The notification to the requester shall state the reason for the absence of the records from that person's custody or control, the records' location and the name and address of the custodian.

**History:** Laws 1993, ch. 258, § 5.

## ANNOTATIONS

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 37A Am. Jur. 2d Freedom of Information Acts § 414 et seq.

What are "records" of agency which must be made available under Freedom of Information Act (5 USCA § 552(a)(3)), 153 A.L.R. Fed. 571.

### **14-2-9. Procedure for inspection.**

A. Requested public records containing information that is exempt and nonexempt from disclosure shall be separated by the custodian prior to inspection, and the nonexempt information shall be made available for inspection. If necessary to preserve the integrity of computer data or the confidentiality of exempt information contained in a database, a partial printout of data containing public records or information may be furnished in lieu of an entire database.

B. A custodian:

(1) may charge reasonable fees for copying the public records, unless a different fee is otherwise prescribed by law;

(2) shall not charge fees in excess of one dollar (\$1.00) per page for documents eleven inches by seventeen inches in size or smaller;

(3) may require advance payment of the fees before making copies of public records;

(4) shall not charge a fee for the cost of determining whether any public record is subject to disclosure; and

(5) shall provide a receipt, upon request.

**History:** Laws 1993, ch. 258, § 6.

## ANNOTATIONS

**Right to make copies.** - The right to inspect or examine public records commonly includes the right of making copies thereof as the right to inspect would be valueless without this correlative right. 1959-60 Op. Att'y Gen. No. 59-170.

It is permissible for an individual or a company such as an abstractor to photocopy voter registrations in the offices of the county clerks so long as adequate precautions are taken to insure the integrity of the records and to preserve their availability for inspection by others. 1959-60 Op. Att'y Gen. No. 59-170.

**Right subject to reasonable restrictions and conditions.** - The right to inspect public records commonly carries with it the right to make copies thereof, subject, however, to reasonable restrictions and conditions imposed as to their use, reasonable regulations as to appropriate times when and places where they may be inspected and copied and such reasonable supervision by the custodian thereof as may be necessary for their safety and as will secure equal opportunity for all to inspect and copy them. *Ortiz v. Jaramillo*, 82 N.M. 445, 483 P.2d 500 (1971).

**Charges not to be imposed.** - A charge of \$25.00 per month may not be imposed by counties upon abstract and title companies for such facilities as lights, telephone and janitorial services to reimburse the counties therefor in connection with abstract and title companies inspecting and copying public records, because this practice amounts to a denial of the right to inspect records. 1957-58 Op. Att'y Gen. No. 57-102.

**Public's right to inspection is not absolute.** 1969 Op. Att'y Gen. No. 69-89.

**Court opinions subject to inspection or copying.** - The supreme court and the court of appeals are required to make available their current and past opinions to the public for inspection or for copying. 1979 Op. Att'y Gen. No. 79-14.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 37A Am. Jur. 2d Freedom of Information Acts § 434 et seq.

What are "records" of agency which must be made available under Freedom of Information Act (5 USCA § 552(a)(3)), 153 A.L.R. Fed. 571.

#### **14-2-10. Procedure for excessively burdensome or broad requests.**

If a custodian determines that a written request is excessively burdensome or broad, an additional reasonable period of time shall be allowed to comply with the request. The custodian shall provide written notification to the requester within fifteen days of receipt of the request that additional time will be needed to respond to the written request. The requester may deem the request denied and may pursue the remedies available pursuant to the Inspection of Public Records Act [this article] if the custodian does not permit the records to be inspected in a reasonable period of time.

**History:** Laws 1993, ch. 258, § 7.

### **ANNOTATIONS**

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 37A Am. Jur. 2d Freedom of Information Acts § 425 et seq.

#### **14-2-11. Procedure for denied requests.**

A. Unless a written request has been determined to be excessively burdensome or broad, a written request for inspection of public records that has not been permitted within fifteen days of receipt by the office of the custodian may be deemed denied. The person requesting the public records may pursue the remedies provided in the Inspection of Public Records Act [this article].

B. If a written request has been denied, the custodian shall provide the requester with a written explanation of the denial. The written denial shall:

(1) describe the records sought;

(2) set forth the names and titles or positions of each person responsible for the denial; and

(3) be delivered or mailed to the person requesting the records within fifteen days after the request for inspection was received.

C. A custodian who does not deliver or mail a written explanation of denial within fifteen days after receipt of a written request for inspection is subject to an action to enforce the provisions of the Inspection of Public Records Act and the requester may be awarded damages. Damages shall:

(1) be awarded if the failure to provide a timely explanation of denial is determined to be unreasonable;

(2) not exceed one hundred dollars (\$100) per day;

(3) accrue from the day the public body is in noncompliance until a written denial is issued; and

(4) be payable from the funds of the public body.

**History:** Laws 1993, ch. 258, § 8.

## **ANNOTATIONS**

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 37A Am. Jur. 2d Freedom of Information Acts § 443 et seq.

What are "records" of agency which must be made available under Freedom of Information Act (5 USCA § 552(a)(3)), 153 A.L.R. Fed. 571.

### **14-2-12. Enforcement.**

A. An action to enforce the Inspection of Public Records Act [this article] may be brought by:

- (1) the attorney general or the district attorney in the county of jurisdiction; or
- (2) a person whose written request has been denied.

B. A district court may issue a writ of mandamus or order an injunction or other appropriate remedy to enforce the provisions of the Inspection of Public Records Act.

C. The exhaustion of administrative remedies shall not be required prior to bringing any action to enforce the procedures of the Inspection of Public Records Act.

D. The court shall award damages, costs and reasonable attorneys' fees to any person whose written request has been denied and is successful in a court action to enforce the provisions of the Inspection of Public Records Act.

**History:** Laws 1993, ch. 258, § 9.

### ANNOTATIONS

**Remedy for denial of access to tax assessment records.** - Taxpayers who believed that assessor wrongfully denied them access to public records should have pursued the remedies provided in this section. To the extent the board found that the information sought was irrelevant to the assessment of taxpayers' property, there was no error in the board's refusal to sanction assessor. *Hannahs v. Anderson*, 1998-NMCA-152, 126 N.M. 1, 966 P.2d 168, cert. denied, 126 N.M. 532, 972 P.2d 351 (1998).

## ARTICLE 2A USE OF POLICE REPORTS

### 14-2A-1. Protection of victims of crimes or accidents; police reports; commercial solicitation prohibited.

No attorney, health care provider or their agents shall inspect, copy or use police reports or information obtained from police reports for the purpose of the solicitation of victims or the solicitation of the relatives of victims of reported crimes or accidents.

**History:** Laws 1993, ch. 123, § 1.

### ANNOTATIONS

**Cross references.** - For right to inspect public records and exceptions, see 14-2-1 NMSA 1978.

## ARTICLE 3 PUBLIC RECORDS

### **14-3-1. Short title.**

Chapter 14, Article 3 NMSA 1978 may be cited as the "Public Records Act".

**History:** 1953 Comp., § 71-6-1, enacted by Laws 1959, ch. 245, § 1; 1995, ch. 110, § 7.

### **ANNOTATIONS**

**Cross references.** - For Public Health Act records being confidential, see 24-1-20 NMSA 1978.

For the Electronic Authentication of Documents Act, see Chapter 14, Article 15 NMSA 1978.

**The 1995 amendment,** effective July 1, 1995, substituted "Chapter 14, Article 3 NMSA 1978" for "This act".

**Names and charges of juvenile arrestees.** - A law enforcement agency is not prohibited by the Children's Code, 32A-1-1 NMSA 1978 et seq., the Arrest Record Information Act, 29-10-1 NMSA 1978 et seq., or any other law of New Mexico from releasing to the public the names of juveniles who have been arrested for criminal acts, and the charges for which they were arrested. 1987 Op. Att'y Gen. No. 87-29.

**Law reviews.** - For 1984-88 survey of New Mexico administrative law, 19 N.M.L. Rev. 575 (1990).

### **14-3-2. Definitions.**

As used in the Public Records Act [this article]:

A. "commission" means the state commission of public records;

B. "administrator" means the state records administrator;

C. "public records" means all books, papers, maps, photographs or other documentary materials, regardless of physical form or characteristics, made or received by any agency in pursuance of law or in connection with the transaction of public business and preserved, or appropriate for preservation, by the agency or its legitimate successor as evidence of the organization, functions, policies, decisions, procedures, operations or other activities of the government or because of the informational and historical value of data contained therein. Library or museum material of the state library, state institutions and state museums, extra copies of documents preserved only for convenience of reference and stocks of publications and processed documents are not included;

D. "agency" means any state agency, department, bureau, board, commission, institution or other organization of the state government, the territorial government and the Spanish and Mexican governments in New Mexico;

E. "records center" means the central records depository which is the principal state facility for the storage, disposal, allocation or use of noncurrent records of agencies or materials obtained from other sources;

F. "microphotography system" means all microphotography equipment, services and supplies; and

G. "microphotography" means the transfer of images onto film and electronic imaging or other information storage techniques that meet the performance guidelines for legal acceptance of public records produced by information system technologies pursuant to regulations adopted by the commission.

**History:** 1953 Comp., § 71-6-2, enacted by Laws 1959, ch. 245, § 2; 1963, ch. 186, § 1; 1977, ch. 301, § 1; 1995, ch. 27, § 2.

## ANNOTATIONS

**The 1995 amendment**, effective June 16, 1995, added Subsection G.

**Term "public records"** in this section includes the records of various public officials as that term is used in the inspection of public records provisions, former 14-2-1 to 14-2-3 NMSA 1978, being those "public records" which are necessary or incidental to fulfilling the public officer's duties imposed upon his office by operation of law. 1969 Op. Att'y Gen. No. 69-139.

In order to be considered a "public record," an item must have some continuing significance or importance. There must be some purpose or reason for its preservation. Therefore, general correspondence files are not public records per se. Certainly there are many items in such a file which should be treated as public records because their contents bring them within the statutory definition. However, there are many items which should be classified as transitory in value and interest. To treat such items as public records and to require their retention for at least three years (as formerly required under 14-3-11 NMSA 1978) would be burdensome, wasteful and unnecessary. 1959-60 Op. Att'y Gen. No. 60-72.

**"Public records" not applicable to "right-to-know law"**. - Definition of "public records" in Public Records Act, 14-3-1 NMSA 1978 et seq., does not apply to 14-2-1 NMSA 1978, the "right-to-know law." Such definition is so broad that no reasonable interpretation of 14-2-1 NMSA 1978 could possibly include all of the records that would be subject to inspection by public under that definition. State ex rel. Newsome v. Alarid, 90 N.M. 790, 568 P.2d 1236 (1977).



**Confidential data not public record.** - Data concerning the reliability, honesty, capability and personality traits of an individual which had been solicited with the understanding that they would be kept confidential are not public records. 1967 Op. Att'y Gen. No. 67-57.

**County and municipal records are not included** in the term "public records" as that term is defined in this article. 1959-60 Op. Att'y Gen. No. 60-181.

**Records of elected state officials are "public records"** within the meaning and scope of this article. 1969 Op. Att'y Gen. No. 69-139.

**State officials' records are "public records" except when not required by law to be kept.** - Papers and memoranda in the possession of elected state officials which are not required by law to be kept by such officials as an official record are not public records. 1969 Op. Att'y Gen. No. 69-139.

Generally, reports of private individuals to government officials, correspondence of public officials to private individuals and memoranda of public officials made for their own convenience are not public records. 1969 Op. Att'y Gen. No. 69-139.

Papers and memoranda in the possession of public officers which are not required by law to be kept by a public official as an official record may not be public records. Generally, reports of private individuals to government officials, correspondence of public officials to private individuals and memoranda of public officers made for their own convenience are not public records. 1967 Op. Att'y Gen. No. 67-57.

**Records which contain both official and personal matters** are still public records and should be in the custody of the state records commission (now state commission of public records) at the state records center. 1969 Op. Att'y Gen. No. 69-139.

**Records used to carry out duties deemed public.** - It is clear that those records which are necessary and incidental to carrying out the duties imposed upon an individual by operation of law are generally deemed public records. 1961-62 Op. Att'y Gen. No. 61-137.

**Accident reports.** - Accident reports made by police officers as a part of their regular course of duty are considered public records. 1959-60 Op. Att'y Gen. No. 59-213.

**School records deemed public.** - Business records, expenditures, daily attendance records and permanent records of an individual student's grades kept by the public schools are public records. 1961-62 Op. Att'y Gen. No. 61-137.

**Records kept for informational purposes or those containing data used in educating pupils not "public".** - The attendance records and the grade and achievement records of students are public records, but records of information kept for informational purposes or which contain data of a personal nature for use in assisting

teachers and school personnel in educating pupils do not fall within the category of public records. 1967 Op. Att'y Gen. No. 67-57.

Such records or memoranda as may be kept by a teacher, or other school official, for informational purposes on individual students, and which may contain data of a personal nature for use in assisting teachers or school personnel in educating pupils, do not fall within the classification of public records entitled to be scrutinized by the public; nor are temporary or partial grades or records kept by individual teachers public records in nature. 1961-62 Op. Att'y Gen. No. 61-137.

**Availability to teacher of reports, etc., on teacher.** - The reports of supervisors, comments of fellow teachers and parents concerning the reliability, honesty, capability and personality traits of the public school teacher are not public records which are available for inspection by the teacher except in accordance with the regulations of the governing body of the school. 1967 Op. Att'y Gen. No. 67-57.

**A wallet placed in a probate file** as an effect of a decedent is not a public record. 1987 Op. Att'y Gen. No. 87-26.

**Privilege of inquiry as to faculty salary matters** must be suspended until the board of regents reaches its final conclusion, i.e., the culmination of the contract between the board and the individual. *Sanchez v. Board of Regents*, 82 N.M. 672, 486 P.2d 608 (1971).

Thought processes, or the offer of a contract, are not such a public record as would require public inspection. *Sanchez v. Board of Regents*, 82 N.M. 672, 486 P.2d 608 (1971).

Right to inspect records of the board of regents of a state university on the subject of salary contract negotiations before the task was completed should be denied. *Sanchez v. Board of Regents*, 82 N.M. 672, 486 P.2d 608 (1971).

**"State agency" indicates specific type of governmental organization** and not state governmental entities generally. 1978 Op. Att'y Gen. No. 78-23.

**Counties and municipalities not included in term "agency".** - "Agency" includes only portions of the state government or other bodies that are under the direct supervision of, or are branches of, a portion of the state government. Counties and municipalities are not included in the term "agency," as it is defined in this section. 1959-60 Op. Att'y Gen. No. 60-181.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 66 Am. Jur. 2d Records and Recording Laws §§ 1 to 3.

What are "records" of agency which must be made available under Freedom of Information Act (5 USCA § 552(a)(3)), 153 A.L.R. Fed. 571.

What constitutes "agency" for purposes of Freedom of Information Act (5 U.S.C. § 552), 165 A.L.R. Fed. 591.

76 C.J.S. Records § 2 et seq.

### **14-3-3. State commission of public records; creation.**

A. A "state commission of public records" is established consisting of:

- (1) the secretary of state;
- (2) the secretary of general services;
- (3) the state law librarian;
- (4) the director of the museum of New Mexico;
- (5) the state auditor;
- (6) the attorney general; and

(7) a recognized, professionally trained historian in the field of New Mexico history, resident in New Mexico, appointed by the governor for a term of six years. Each member of the commission may designate an alternate to serve in his stead.

B. The commission shall elect one of its members to be chairman and another to be secretary. The members of the commission shall serve without compensation other than actual expenses of attending meetings of the commission or while in performance of their official duties in connection with the business of the commission.

C. The commission shall hold not less than four meetings during each calendar year and may hold special meetings as may be necessary to transact business of the commission. All meetings shall be called by the chairman or when requested in writing by any two members of the commission. Four members of the commission shall constitute a quorum.

D. The administrator shall attend all meetings of the commission.

**History:** 1953 Comp., § 71-6-3, enacted by Laws 1959, ch. 245, § 3; 1977, ch. 247, § 181; 1983, ch. 301, § 32.

### **ANNOTATIONS**

**Cross references.** - For Per Diem and Mileage Act, see 10-8-1 NMSA 1978 et seq.

**Appropriations.** - Laws 1994, ch. 147, § 2M, effective March 9, 1994, appropriates \$50,000 from the computer systems enhancement fund to the state commission of public records for expenditure in the eighty-second and eighty-third fiscal years to establish an agency-wide information system. Any unexpended or unencumbered balance remaining at the end of the eighty-third fiscal year shall revert to the computer systems enhancement fund.

**Governor has no constitutional or statutory power to establish agency to meet governmental printing and duplication needs** as a new division of the commission of public records whose existence and scope of functioning is based on a legislative enactment which cannot fairly be construed to include authority to undertake such services. 1969 Op. Att'y Gen. No. 69-3.

#### **14-3-4. Duties and powers of commission.**

It shall be the duty of the commission to:

- A. employ as state records administrator a competent, experienced person professionally trained as an archivist and records manager who shall serve at the pleasure of the commission. He need not be a resident of New Mexico at the time of his employment. His salary shall be fixed by the commission;
- B. approve the biennial budget covering costs of the operations set forth in this act [14-3-1 to 14-3-16 NMSA 1978], as prepared by the administrator for presentation to the state legislature;
- C. decide, by majority vote, any disagreements between the administrator and any state officer regarding the disposition of records within the custody of said officer, such decisions to have the effect of law;
- D. consider the recommendations of the administrator for the destruction of specifically reported records, and by unanimous vote either order or forbid such destruction;
- E. approve in writing, or reject, the written terms and conditions of each proposed loan of documentary material to the records center, as agreed upon by the lender and the administrator;
- F. adopt and publish rules and regulations to carry out the purposes of the Public Records Act [this article];
- G. request any agency to designate a records liaison officer to cooperate with, assist and advise the administrator in the performance of his duties and to provide such other assistance and data as will enable the commission and administrator properly to carry out the purposes of the Public Records Act; and

H. prepare an annual report to the governor on the operations conducted under the terms of this act during the previous year, including a complete fiscal report on costs and effected savings, and cause same to be published.

**History:** 1953 Comp., § 71-6-4, enacted by Laws 1959, ch. 245, § 4.

## ANNOTATIONS

**Necessary and implied authority.** - The commission of public records has all necessary and implied authority to carry out the responsibilities delegated to it by law. 1969 Op. Att'y Gen. No. 69-3.

**Duty not to exceed authority.** - The commission of public records has a duty not to exceed the authority delegated to it by law. 1969 Op. Att'y Gen. No. 69-3.

**Governor has no constitutional or statutory power to establish agency to meet governmental printing and duplication needs** as a new division of the commission of public records whose existence and scope of functioning is based on a legislative enactment which cannot fairly be construed to include authority to undertake such services. 1969 Op. Att'y Gen. No. 69-3.

### **14-3-5. Gifts, donations and loans.**

The commission may receive from private sources, financial or other donations to assist in building, enlarging, maintaining or equipping a records center, or for the acquisition by purchase of documentary material, in accordance with plans made and agreed upon by the commission and the administrator. Funds thus received shall be administered by the commission separately from funds supplied by the state for the execution of this act [14-3-1 to 14-3-16 NMSA 1978], but shall be audited by the state. Such funds shall not be subject to reversion to the general fund if unexpended at the close of the fiscal year. Although all material acquired by expenditure of such donated funds and all such donated material shall become the unqualified and unrestricted property of the state, permanent public acknowledgment of the names of the donors may in each case be made in an appropriate manner.

The commission may receive either as donations or loans from private sources, other state agencies, counties, municipalities, the federal government and other states or countries, documentary materials of any physical form or characteristics which are deemed to be of value to the state and the general public for historical reference or research purposes. Acceptance of both donations and loans shall be at the discretion of the commission upon advice of the administrator. Accepted donations shall become, without qualification or restriction, the property of the state of New Mexico. Loans shall be accepted only after a written agreement covering all terms and conditions of each loan shall have been signed by the lender and the administrator and approved by the commission.

**History:** 1953 Comp., § 71-6-5, enacted by Laws 1959, ch. 245, § 5.

## ANNOTATIONS

**State commission of public records may receive private documents** if they are deemed to be of value to the state and general public for historical reference and research purposes. The legislature intended the state records center to be the repository for private documents that are primarily valuable for historical reference and research purposes. This is not to say that such private documents are public records. But if such documents are donated or loaned to the commission from any source, the commission is authorized to take custody of them and retain them in the state records center in perpetuity, in the case of donations, or for the period specified in the loan agreement, in the case of loans. 1961-62 Op. Att'y Gen. No. 61-7.

**Receipts of state commission of public records derived from sale of boxes and archival materials** in the state records center are not funds that have been appropriated to the commission, and may not be expended by the commission. 1959-60 Op. Att'y Gen. No. 60-169. (See 2002 enactment of 14-3-8.1 NMSA 1978).

### **14-3-6. Administrator; duties.**

The administrator is the official custodian and trustee for the state of all public records and archives of whatever kind which are transferred to him from any public office of the state or from any other source. He shall have overall administrative responsibility for carrying out the purposes of the Public Records Act [this article], and may employ necessary personnel, purchase equipment and provide facilities as may be required in the execution of the powers conferred and duties imposed upon him. He shall keep the commission advised throughout the year of operations conducted and future operations projected, and shall report annually to the commission which records have been destroyed, transferred or otherwise processed during the year. The administrator shall establish a records management program for the application of efficient and economical management methods to the creation, utilization, maintenance, retention, preservation and disposal of official records. It shall be the duty of the administrator, in cooperation with and with the approval of the general services department, to establish standards, procedures and techniques for effective management of public records, to make continuing surveys of paperwork operations, and to recommend improvements in current records management practices including the use of space, equipment and supplies employed in creating, maintaining and servicing records. It shall be the duty of the head of each state agency to cooperate with the administrator in conducting surveys and to establish and maintain an active, continuing program for the economical and efficient management of the agency's records. The administrator shall establish records disposal schedules for the orderly retirement of records and adopt regulations necessary for the carrying out of the Public Records Act. Records disposal schedules shall be filed with the librarian of the supreme court library, and shall not become effective until thirty days after the date of filing. Records so scheduled may be

transferred to the records center at regular intervals, in accordance with the regulations of the administrator.

**History:** 1953 Comp., § 71-6-6, enacted by Laws 1959, ch. 245, § 6; 1965, ch. 81, § 1; 1983, ch. 301, § 33.

## ANNOTATIONS

**Adoption of regulations by administrator.** - The administrator may adopt regulations which will guide state officers in determining which records are "public records" and providing for separate disposal standards and retention periods for nonpublic record correspondence. The disposition of those records found to be "public records" within the meaning of the statutory definition must be controlled by the applicable portions of the Public Records Act, 14-3-1 NMSA 1978 et seq. 1959-60 Op. Att'y Gen. No. 60-72.

**Administrator has authority to ensure compliance by county officials** with the applicable provisions of 14-3-15 NMSA 1978. 1979 Op. Att'y Gen. No. 79-26.

### **14-3-7. Inspection and survey of public records.**

The administrator is authorized to inspect or survey the records of any agency, and to make surveys of records management and records disposal practices in the various agencies, and he shall be given the full cooperation of officials and employees of the agencies in such inspections and surveys. Records, the use of which is restricted by or pursuant to law or for reasons of security or the public interest, may be inspected or surveyed by the administrator, subject to the same restrictions imposed upon employees of the agency holding the records.

**History:** 1953 Comp., § 71-6-7, enacted by Laws 1959, ch. 245, § 7.

### **14-3-8. Records center.**

A records center is established in Santa Fe under the supervision and control of the administrator. The center, in accordance with the regulations established by the administrator and the commission, shall be the facility for the receipt, storage or disposition of all inactive and infrequently used records of present or former state agencies or former territorial agencies which at or after the effective date of this act may be in custody of any state agency or instrumentality, and which are not required by law to be kept elsewhere, or which are not ordered destroyed by the commission.

Records required to be confidential by law and which are stored in the center shall be available promptly when called for by the originating agency, but shall not be made available for public inspection except as provided by law. All other records retained by the center shall be open to the inspection of the general public, subject to reasonable rules and regulations prescribed by the administrator. Facilities for the use of these records in research by the public shall be provided in the center.

**History:** 1953 Comp., § 71-6-8, enacted by Laws 1959, ch. 245, § 8.

## **ANNOTATIONS**

**Meaning of "effective date of this act."** - The phrase "effective date of this act", appearing in the second sentence of the first paragraph, means June 12, 1959, the effective date of Laws 1959, ch. 245.

**Official documents and correspondence of former officials.** - It is clear that the official documents and correspondence of a former territorial governor, chief justice, representative and delegate should be in the custody of the commission in the state records center. 1961-62 Op. Att'y Gen. No. 61-7.

**Records which contain both official and personal matters** are still public records and should be in the custody of the commission at the state records center. 1969 Op. Att'y Gen. No. 69-139.

### **14-3-8.1. Records center revolving fund; created; revenues from sales deposited in fund.**

The "records center revolving fund" is created in the state treasury. Money from the sale of state records center publications, services, equipment, supplies and materials shall be deposited in the fund. The fund shall be administered by the state records center, and money in the fund is appropriated to the state records center to carry out the administrative purposes of the Public Records Act [Chapter 14, Article 3 NMSA 1978] and the State Rules Act [Chapter 14, Article 4 NMSA 1978]. Expenditures from the fund shall be by warrant of the secretary of finance and administration upon vouchers signed by the state records administrator or his authorized representative.

**History:** Laws 2002, ch. 56, § 2.

## **ANNOTATIONS**

**Emergency clauses.** - Laws 2002, ch. 56, § 4 makes the act effective immediately. Approved March 4, 2002.

**Temporary provisions.** - Laws 2002, ch. 56, § 3, effective March 4, 2002, provides that all money in the special revolving fund established by Laws 1961, Chapter 111 for the use of the state records center shall be transferred to the records center revolving fund.

### **14-3-9. Disposition of public records.**

Upon completion of an inspection or survey of the public records of any agency by the administrator, or at the request of the commission or the head of any agency, the administrator, attorney general and the agency official in charge of the records of that agency shall together make a determination as to whether:



A. the records shall be retained in the custody of the agency;

B. the records shall be transferred to the records center; or

C. a recommendation for destruction of the records shall be made to the commission.

If it is determined that the records are to be transferred to the records center, they shall be within a reasonable time so transferred. A list of the records so transferred shall be retained in the files of the agency from which the records were transferred.

Public records in the custody of the administrator may be transferred or destroyed only upon order of the commission.

**History:** 1953 Comp., § 71-6-9, enacted by Laws 1959, ch. 245, § 9.

### ANNOTATIONS

**County officials are not required to comply with specific terms** of 14-3-9 through 14-3-11 NMSA 1978, when they destroy the records kept by them. 1979 Op. Att'y Gen. No. 79-16.

**Disposition of official's records upon expiration of term.** - After his term of office has expired, an elected state official may not dispose of his official public records in any manner other than that prescribed by the New Mexico commission of public records. 1969 Op. Att'y Gen. No. 69-139.

### 14-3-10. Disagreement as to value of records.

In the event the attorney general and the administrator determine that any records in the custody of a public officer including the administrator are of no legal, administrative or historical value, but the public officer having custody of the records or from whose office the records originated fails to agree with such determination or refuses to dispose of the records, the attorney general and the administrator may request the state commission of public records to make its determination as to whether the records should be disposed of in the interests of conservation of space, economy or safety.

**History:** 1953 Comp., § 71-6-10, enacted by Laws 1959, ch. 245, § 10.

### ANNOTATIONS

**County officials are not required to comply with specific terms** of 14-3-9 through 14-3-11 NMSA 1978, when they destroy the records kept by them. 1979 Op. Att'y Gen. No. 79-16.

### 14-3-11. Destruction of records.

If it is determined by the administrator, attorney general and agency head that destruction of records will be recommended, the administrator shall have prepared a list of records, together with a brief description of their nature, and shall place upon the agenda of the next meeting of the commission the matter of destruction of the records. The records may be stored in the center awaiting decision of the commission.

The commission's decision with reference to destruction of the records shall be entered on its minutes, together with the date of its order to destroy the records and a general description of the records which it orders to be destroyed. A copy of the commission's order shall be filed with the librarian of the supreme court library.

No public records shall be destroyed if the law prohibits their destruction.

**History:** 1953 Comp., § 71-6-11, enacted by Laws 1959, ch. 245, § 11; 1965, ch. 81, § 2.

## ANNOTATIONS

**Destruction of paper originals reproduced by microphotography.** - It is clear from reading this article that "public records," as defined herein, may be reproduced by microphotography. However, there is no implication that the paper originals can then be destroyed by the administrator. Destruction of such documents can be accomplished only as provided in 14-3-9 to 14-3-11 NMSA 1978, which require, among other things, an appropriate order by the commission. 1959-60 Op. Att'y Gen. No. 60-68.

**County officials are not required to comply with specific terms** of 14-3-9 through 14-3-11 NMSA 1978, when they destroy the records kept by them. 1979 Op. Att'y Gen. No. 79-16.

**Records made or kept by municipality** under its own authority and for its own purposes may be disposed of as the municipality sees fit. What the municipality has power to create, it has power to destroy, but what is created by the state, or by authority of the state, can only be destroyed by the state, or with its permission. 1961-62 Op. Att'y Gen. No. 61-36.

### **14-3-12. Transfer of records upon termination of state agencies.**

All public records of any agency, upon the termination of the existence and functions of that agency, shall be checked by the administrator and the attorney general and either transferred to the custody of another agency having a use for the records, or to the custody of the administrator at the center in accordance with the procedure of the Public Records Act [this article].

When an agency is terminated or reduced by the transfer of its powers and duties to another agency or to other agencies, its appropriate public records shall pass with the powers and duties so transferred.

**History:** 1953 Comp., § 71-6-12, enacted by Laws 1959, ch. 245, § 12.

### **14-3-13. Protection of records.**

The administrator and every other custodian of public records shall carefully protect and preserve such records from deterioration, mutilation, loss or destruction and, whenever advisable, shall cause them to be properly repaired and renovated. All paper, ink and other materials used in public offices for the purposes of permanent records shall be of durable quality.

**History:** 1953 Comp., § 71-6-13, enacted by Laws 1959, ch. 245, § 13.

## **ANNOTATIONS**

**Cross references.** - For durability of county clerks' records, see 14-8-7 NMSA 1978.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 66 Am. Jur. 2d Records and Recording Laws § 10.

76 C.J.S. Records § 30 et seq.

### **14-3-14. Advisory groups.**

The commission upon recommendation of the administrator may from time to time appoint advisory groups to more effectively obtain the best professional thinking of the bar, historians, political scientists, librarians, accountants, genealogists, patriotic groups, associations of public officials and other groups, on the steps to be taken with regard to any particular group or type of records.

**History:** 1953 Comp., § 71-6-14, enacted by Laws 1959, ch. 245, § 14.

### **14-3-15. Reproduction on film; evidence; review, inventory and approval of systems.**

A. Any public officer of the state or of any district or political subdivision may cause any public records, papers or documents kept by him to be photographed, microphotographed or reproduced on film.

B. The state records administrator shall review any proposed state agency microphotography system and shall advise and consult with the agency. The administrator has the authority to approve or disapprove the system of any state agency.

C. The microphotography system used pursuant to this section shall comply with the minimum standards approved by the New Mexico commission of public records. The

microphotography system used to reproduce such records on film shall be one which accurately reproduces the original in all details.

D. The administrator shall establish and maintain an inventory of all microfilm equipment owned or leased by state agencies. The administrator is authorized to arrange the transfer of microphotography equipment from a state agency which does not use it, and which has released it, to a state agency needing such equipment for a current microphotography system.

E. Photographs, microphotographs or photographic film made pursuant to this section shall be deemed to be original records for all purposes, including introduction in evidence in all courts and administrative agencies. A transcript, exemplification or certified copy, for all purposes, shall be deemed to be a transcript, exemplification or certified copy of the original.

F. Whenever such photographs, microphotographs or reproductions on film are properly certified and are placed in conveniently accessible files, and provisions are made for preserving, examining and using them, any public officer may cause the original records from which the photographs or microphotographs have been made, or any part thereof, to be disposed of according to methods prescribed by Sections 14-3-9 through 14-3-11 NMSA 1978. Copies shall be certified by their custodian as true copies of the originals before the originals are destroyed or lost, and the certified copies shall have the same effect as the originals. Copies of public records transferred from the office of origin to the administrator, when certified by the administrator or his deputy, shall have the same legal effect as if certified by the original custodian of the records.

G. For the purposes of this section, "state agency" shall include the district courts.

**History:** 1953 Comp., § 71-6-15, enacted by Laws 1959, ch. 245, § 15; 1975, ch. 215, § 1; 1977, ch. 301, § 2.

## ANNOTATIONS

**Cross references.** - For provision that recording "book" includes microfilm, see 14-8-3 NMSA 1978.

**Subsection B applies only to governmental organizations which are considered state agencies** and not to governmental organizations generally. State institutions are considered to be distinct governmental organizations not included within the term "state agency." State educational institutions, as state institutions, are not therefore considered to be state agencies within the terms of the statute. 1978 Op. Att'y Gen. No. 78-23.

**Subsection C standards apply to state educational institutions.** - The state records administrator only has the authority to insure that state educational institutions comply with the standards for microphotography established pursuant to Subsection C; the

administrator does not have the authority to review and to approve or disapprove the microphotography systems of state educational institutions in their entirety. 1978 Op. Att'y Gen. No. 78-23.

**Subsection D applies only to state agencies** and not to state educational institutions. 1978 Op. Att'y Gen. No. 78-23.

**Section controls microfilming of records by county officials.** - Although 14-1-5 NMSA 1978 permits county officials to microfilm the records maintained by them, this section is the more specific statute and is controlling. 1979 Op. Att'y Gen. No. 79-26.

**County clerks may microfilm papers kept by them.** - County clerks, as public officials of a political subdivision of the state, may microfilm the papers kept by them. 1979 Op. Att'y Gen. No. 79-16.

**Administrator has authority to ensure compliance** by county officials with the applicable provisions of this section. 1979 Op. Att'y Gen. No. 79-26.

**Subsections A, C, E, and F are applicable to county officials** and the microphotography undertaken by them. 1979 Op. Att'y Gen. No. 79-26.

**Subsections B, D, G and 14-3-17 NMSA 1978 apply only to state agencies** and not to counties or other governmental organizations. 1979 Op. Att'y Gen. No. 79-26.

**Procedure where public officer offers his records to state after microfilming.** - If any public officer sees fit to offer his records to the state records administrator, after microfilming them, then the procedure to determine the disposition of the records is exactly as outlined in 14-3-9 NMSA 1978, with the state records administrator surveying the records involved and determining, in conjunction with the attorney general and the agency official involved, what disposition shall be made of them. 1959-60 Op. Att'y Gen. No. 60-179.

**Destruction of original records without action by records administrator.** - If microfilmed and certified pursuant to this section, originals of records, including newspapers kept by county clerks, may be destroyed without any action on the part of the records administrator. 1979 Op. Att'y Gen. No. 79-16.

**County officials are not required to comply with specific terms** of 14-3-9 through 14-3-11 NMSA 1978, when they destroy the records kept by them. 1979 Op. Att'y Gen. No. 79-16.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 29A Am. Jur. 2d Evidence § 1121 et seq.

32A C.J.S. Evidence § 834 et seq.

### **14-3-15.1. Records of state agencies; public records; copy fees; computer databases; criminal penalty.**

A. Except as otherwise provided by federal or state law, information contained in information systems databases shall be a public record and shall be subject to disclosure in printed or typed format by the state agency that has inserted that information into the database, in accordance with the Public Records Act [this article], upon the payment of a reasonable fee for the service.

B. The administrator shall recommend to the commission the procedures, schedules and technical standards for the retention of computer databases.

C. The state agency that has inserted data in a database may authorize a copy to be made of a computer tape or other medium containing a computerized database of a public record for any person if the person agrees:

(1) not to make unauthorized copies of the database;

(2) not to use the database for any political or commercial purpose unless the purpose and use is approved in writing by the state agency that created the database;

(3) not to use the database for solicitation or advertisement when the database contains the name, address or telephone number of any person unless such use is otherwise specifically authorized by law;

(4) not to allow access to the database by any other person unless the use is approved in writing by the state agency that created the database; and

(5) to pay a royalty or other consideration to the state as may be agreed upon by the state agency that created the database.

D. If more than one state agency is responsible for the information inserted in the database, the agencies shall enter into an agreement designating a lead agency. If the agencies cannot agree as to the designation of a lead state agency, the commission shall designate one of the state agencies as the lead agency to carry out the responsibilities set forth in this section.

E. Subject to any confidentiality provisions of law, any state agency may permit another state agency access to all or any portion of a computerized database created by a state agency.

F. If information contained in a database is searched, manipulated or retrieved or a copy of the database is made for any private or nonpublic use, a fee shall be charged by the state agency permitting access or use of the database.

G. Except as authorized by law or rule of the commission, any person who reveals to any unauthorized person information contained in a computer database or who uses or permits the unauthorized use or access of any computer database is guilty of a misdemeanor, and upon conviction the court shall sentence that person to jail for a definite term not to exceed one year or to payment of a fine not to exceed five thousand dollars (\$5,000) or both. That person shall not be employed by the state for a period of five years after the date of conviction.

**History:** Laws 1986, ch. 81, § 9; 1993, ch. 197, § 11; 1978 Comp., § 15-1-9, amended and recompiled as 1978 Comp., § 14-3-15.1 by Laws 1995, ch. 110, § 8.

## ANNOTATIONS

**Cross references.** - For electronic authentication and substitution for signature, see 14-3-15.2 NMSA 1978.

For format of rules filings under Stat Rules Act, see 14-4-3 NMSA 1978.

For Computer Crimes Act, see 30-45-1 to 30-45-7 NMSA 1978.

**The 1993 amendment,** effective July 1, 1993, substituted "commission" for "council" in Paragraph (4) of Subsection C and made minor stylistic changes in Subsections A, C and G.

**The 1995 amendment,** effective July 1, 1995, renumbered the section; substituted "administrator" for "secretary" and made a minor stylistic change in Subsection B; deleted "with the approval of the secretary" following "database" in Subsection C; deleted "secretary and the" preceding "state agency" in Paragraph (2) of Subsection C; deleted "the commission and" following "writing by" in Paragraph (4) of Subsection C; deleted "the secretary and" preceding "the state agency"; substituted the language beginning with "the agencies shall enter" and ending with "the lead agency" for "a single state agency shall be designated by the secretary" in Subsection D; deleted "to be prescribed by rule of the secretary" following "a fee" in Subsection F; and substituted "commission" for "secretary" in Subsection G.

**Repeals.** - Laws 1986, ch. 81, § 15 repeals former 15-1-9 NMSA 1978, as enacted by Laws 1984, ch. 64, § 12, relating to records contained in information systems databases, effective May 21, 1986. For provisions of former section, see 1985 Cumulative Supplement.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 50 Am. Jur. 2d Larceny § 67 et seq.; 66 Am. Jur. 2d Records and Recording Laws §§ 1 to 3, 10, 12 to 15, 19.

Enforceability by mandamus of right to inspect public records, 60 A.L.R. 1356, 169 A.L.R. 653.

Proof of public records kept or stored on electronic computing equipment, 71 A.L.R.3d 232.

Criminal liability for theft of, interference with or unauthorized use of, computer programs, files, or systems, 51 A.L.R.4th 971.

52A C.J.S. Larceny § 129(2); 76 C.J.S. Records § 1 et seq.

### **14-3-15.2. Electronic authentication; substitution for signature.**

Whenever there is a requirement for a signature on any document, electronic authentication that meets the standards promulgated by the commission may be substituted.

**History:** Laws 1995, ch. 27, § 1.

#### **ANNOTATIONS**

**Cross references.** - For format of rules filings under State Rules Act, see 14-4-3 NMSA 1978.

For electronic filing of report of campaign expenditures and contributions, see 1-19-31 NMSA 1978.

For electronic filing under Taxation and Revenue Department Act, see 9-11-6.4 NMSA 1978.

For electronic filing of annual statement by insurer, see 59A-5-29 NMSA 1978.

For electronic copies and abstracts of motor vehicle records, see 66-2-7 NMSA 1978.

For electronic filing of title applications for motor vehicle titles, see 66-3-201 NMSA 1978.

For use of electronic versions of uniform traffic citations in the issuance of citations, see 66-8-128 NMSA 1978.

For submission of required information to the Motor Vehicle Division of penalty assessments under municipal programs via electronic means, see 66-8-130 NMSA 1978.

For electronic filing of abstract of record in cases involving violations of Motor Vehicle Code, see 66-8-135 NMSA 1978.

For electronic filing of court documents not requiring filing fee in the First Judicial District Court, see LR1-212.



For the Electronic Authentication of Documents Act, see Chapter 14, Article 15 NMSA 1978.

**Effective dates.** - Laws 1995, ch. 27, contains no effective date provision, but, pursuant to N.M. Const. art. IV, § 23, is effective on June 16, 1995, 90 days after adjournment of the legislature. See Volume 14 NMSA 1978 for "Adjournment Dates of Sessions or Legislature" table.

### **14-3-16. Attorney general may replevin state records.**

On behalf of the state and the administrator, the attorney general may replevin any papers, books, correspondence or other public records which were formerly part of the records or files of any public office in the territory or state of New Mexico, and which the state still has title to or interest in and which have passed out of the official custody of the state, its agencies or instrumentalities.

**History:** 1953 Comp., § 71-6-16, enacted by Laws 1959, ch. 245, § 16.

### **14-3-17. Approval of existing state agency systems.**

Upon the effective date of this act, the state records administrator shall review any existing state agency microphotography system and, after consultation with the agency, shall approve, disapprove or require modification to the system. For the purposes of this section, "state agency" shall include the district courts. Upon disapproval, the agency shall cease to use the system. Modifications shall be completed within a period specified by the administrator.

**History:** 1953 Comp., § 71-6-17, enacted by Laws 1975, ch. 215, § 2.

## **ANNOTATIONS**

**Compiler's notes.** - Laws 1963, ch. 303, § 30-1, repealed former 71-6-17, 1953 Comp. (Laws 1959, ch. 245, § 17), relating to unlawful disposition of public records. For present comparable provisions, see 30-26-1 NMSA 1978.

**Meaning of "effective date of this act".** - The phrase "effective date of this act", appearing near the beginning of this section, means July 1, 1975, the effective date of Laws 1975, Chapter 215.

**Subsections B, D and G of 14-3-15 NMSA 1978 and this section apply only to state agencies** and not to counties or other governmental organizations. 1979 Op. Att'y Gen. No. 79-26.

### **14-3-18. County and municipal records.**

The administrator may advise and assist county and municipal officials in the formulation of programs for the disposition of public records maintained in county and municipal offices.

**History:** 1953 Comp., § 71-6-17.1, enacted by Laws 1963, ch. 186, § 2; 1965, ch. 81, § 3.

### **14-3-19. Storage equipment, supplies and materials; microfilm services and supplies; purchase by state commission of public records for resale.**

The state commission of public records may purchase for resale such storage boxes, forms, microfilm supplies necessary to the providing of microfilm services and other supplies and materials as in its judgment are necessary to facilitate the various aspects of its programs. The commission may sell such items and services at cost plus a five percent handling charge. All receipts from such sales shall go into the records center revolving fund.

**History:** 1953 Comp., § 71-6-18, enacted by Laws 1968, ch. 14, § 1; 2002, ch. 56, § 1.

#### **ANNOTATIONS**

**Cross references.** - For records center revolving fund, see 14-3-8.1 NMSA 1978.

**The 2002 amendment**, effective March 4, 2002, in the present last sentence, substituted "records center revolving fund" for "special revolving fund established by Laws 1961, Chapter 111, which is hereby continued", and deleted the former last sentence, which related to appropriations.

### **14-3-20. Interstate compacts; filing; index.**

A. Each agency of this state and each political subdivision of the state entering into or administering an interstate compact or other intergovernmental agreement between or among states, subdivisions of this state and other states or between this state or any subdivision and the federal government, having the force of law and to which this state or any subdivision is a party, shall file with the records center:

(1) a certified copy of the compact or agreement;

(2) a listing of all other jurisdictions party to the compact or agreement and the date on which each jurisdiction entered into participation;

(3) the status of each compact or agreement with respect to withdrawals of participating jurisdictions;

(4) citations to any act or resolution of the congress of the United States consenting to the compact or agreement; and

(5) any amendment, supplementary agreement or administrative rule or regulation having the force of law and implementing or modifying the compact or agreement.

B. The records center shall index these documents and make them available for inspection upon request of any person during normal business hours.

C. The provisions of this section are in addition to other requirements of law for filing, publication or distribution.

D. No compact or agreement entered into after the effective date of this section shall become effective until filed as required in this section.

E. The executive official in charge of any state agency or political subdivision which fails to file any compact or agreement required by this section to be filed is guilty of a misdemeanor.

F. The records center shall be furnished copies of all interstate compacts, when available, as defined in this section, which have been filed with the supreme court librarian.

**History:** 1953 Comp., § 71-6-19, enacted by Laws 1963, ch. 185, § 1; 1981, ch. 221, § 1.

## ANNOTATIONS

**"Effective date of this section".** - The phrase "effective date of this section", referred to in Subsection D, means June 7, 1963, the effective date of Laws 1963, ch. 185, § 1.

**Interstate contract is not instrument similar to rules, reports and notices** issued by state agencies. *State v. Ellis*, 95 N.M. 427, 622 P.2d 1047 (Ct. App. 1980).

**State does not have valid prisoner transfer agreement with Arizona.** - Due to fact that an exhaustive search of the supreme court library found only one contract for a term from April 24, 1973, to June 30, 1974, and a renewal for July 1, 1975, to June 30, 1976, New Mexico does not have a valid agreement with Arizona concerning transfers of prisoners. *State v. Ellis*, 95 N.M. 427, 622 P.2d 1047 (Ct. App. 1980).

### **14-3-21. [State publications; manuals of procedure; rules; reports; uniform style and form.]**

The state records administrator shall develop and recommend to the state commission of public records uniform standards of style and format for the following:

A. manuals of procedure prepared and published by state agencies for the guidance of public officers and employees engaged in operations required for the efficient operation of state and local government, including but not limited to acquiring space, budgeting, accounting, purchasing, contracting, vouchering, printing, appointment and dismissal of employees and record maintenance;

B. manuals of procedure prepared and published by state agencies for the guidance of their own employees and for their own operations;

C. official rules and regulations and reprints of laws published by state agencies, excluding session laws published by the secretary of state; and

D. official reports of state agencies required by law, excluding the budget document presented to the legislature.

The state commission of public records, after consultation with the affected agencies, and with the approval of the governor, shall adopt and promulgate uniform standards of style and format for the above publications and a schedule of distribution for each class of publication which shall be binding upon all state agencies. "Agencies" means, for the purposes of this section, all state departments, bureaus, commissions, committees, institutions and boards, except those agencies of the legislative and judicial branches, and those educational institutions listed in Article 12, Section 11 of the New Mexico Constitution.

**History:** 1953 Comp., § 71-6-20, enacted by Laws 1965, ch. 154, § 1.

## **ANNOTATIONS**

**Cross references.** - For provisions of the State Rules Act, see Chapter 14, Article 4 NMSA 1978.

### **14-3-22. Public policy on certain publications; state commission of public records duties.**

A. It is the intent of the legislature and the public policy of this state to reduce unnecessary expense to the taxpayers of this state in connection with publications of state agencies designed primarily for the purpose of reporting to or the informing of the governor, the legislature, other state agencies or the political subdivisions of this state.

B. The state commission of public records shall develop and adopt regulations which shall be binding upon all state agencies. The regulations shall provide for uniform standards for those publications set forth in Subsection A of this section and shall include but be not limited to:

(1) a standard size format to accommodate paper of the most economical type available;

- (2) prohibiting the use of expensive covers, binders and fasteners;
- (3) prohibiting the use of photographs, art work and design, unless absolutely necessary for clarification of the report;
- (4) limiting the use of color stock paper, where such color stock would be more expensive than the use of white paper; and
- (5) requiring offset or mimeograph or other means of duplication when it cannot be demonstrated that printing of such publication would be equal to or less than the cost of offset, mimeograph or other means of duplication.

C. The state commission of public records shall maintain constant and continuing supervision of such publications by state agencies and shall report persistent violations of the regulations made pursuant to this act [this section] to the secretary of general services.

**History:** 1953 Comp., § 71-6-21, enacted by Laws 1977, ch. 209, § 1; 1983, ch. 301, § 34.

### **14-3-23. [Manuals of procedure; preparation by state agencies; review by state records administrator; publication.]**

Each state agency which has an official duty to establish methods and procedures involved in the internal structure and operation of state government, including but not limited to acquiring space, budgeting, accounting, purchasing, contracting, vouchering, printing, appointment and dismissal of employees and record-keeping, shall prepare, within the means provided by current operating budgets, manuals of procedure for the guidance of public officers and employees engaged in such work. Such manual or manuals shall be reviewed and ordered published by the state records administrator and in accordance with uniform standards of style and format promulgated by the state commission of public records.

**History:** 1953 Comp., § 71-6-22, enacted by Laws 1965, ch. 154, § 3.

### **14-3-24, 14-3-25. Recompiled.**

#### **ANNOTATIONS**

**Recompilations.** - Laws 1995, ch. 110, § 9, recompiles 14-3-24 and 14-3-25 NMSA 1978, describing duties of the state records administrator, as 14-4-10 and 14-4-11 NMSA 1978, effective July 1, 1995.

## **ARTICLE 3A CONFIDENTIAL MATERIALS**

### **14-3A-1. Short title.**

Sections 1 and 2 [14-3A-1, 14-3A-2 NMSA 1978] of this act may be cited as the "Confidential Materials Act".

**History:** Laws 1981, ch. 47, § 1.

### **ANNOTATIONS**

**Cross references.** - For public records generally, see Chapter 14, Article 3 NMSA 1978.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - What constitutes "confidential source" within Freedom of Information Act exemption permitting nondisclosure of identity of confidential source and, in specified instances, of confidential information furnished only by confidential source (5 USCS § 522(b)(7)(D)), 59 A.L.R. Fed. 550.

### **14-3A-2. Donation of confidential material.**

A. Any library, college, university, museum or institution of the state or any of its political subdivisions may hold in confidence materials of a historical or educational value upon which the donor or seller has imposed restrictions with respect to access to and inspection of the materials for a definite period of time as specified by the donor or seller.

B. Access to and inspection of such materials may be restricted during the period specified by the donor or seller in the manner specified by the donor or seller.

C. The provisions of Subsections A and B of this section do not apply to materials which were public records of New Mexico as defined in Section 14-2-1 NMSA 1978 while in the possession of the donor or seller at the time of the donation or sale.

**History:** Laws 1981, ch. 47, § 2.

## **ARTICLE 4 STATE RULES**

### **14-4-1. Short title.**

Chapter 14, Article 4 NMSA 1978 may be cited as the "State Rules Act".

**History:** 1953 Comp., § 71-7-1, enacted by Laws 1967, ch. 275, § 1; 1995, ch. 110, § 1.

### **ANNOTATIONS**

**The 1995 amendment**, effective July 1, 1995, substituted "Chapter 14, Article 4, NMSA 1978" for "This act".

**State corporation commission (now public regulation commission) may promulgate regulations interpreting school bus exemption in Motor Carrier Act without holding hearing** prior to the issuance of the regulation, so long as it complies with State Rules Act, unless and until the legislature were to place the state corporation commission (now public regulation commission) under the Administrative Procedures Act, 12-8-1 NMSA 1978 et seq. 1969 Op. Att'y Gen. No. 69-100.

**This act is inapplicable to interstate agreements.** State v. Ellis, 95 N.M. 427, 622 P.2d 1047 (Ct. App. 1980).

**Interstate contract is not similar to rules, reports and notices** issued by state agencies. State v. Ellis, 95 N.M. 427, 622 P.2d 1047 (Ct. App. 1980).

**Law reviews.** - For article, "An Administrative Procedure Act for New Mexico," see 8 Nat. Resources J. 114 (1968).

For note, "On Building Better Laws for New Mexico's Environment," see 4 N.M. L. Rev. 105 (1973).

For 1984-88 survey of New Mexico administrative law, 19 N.M.L. Rev. 575 (1990).

For survey of 1988-89 Administrative Law, see 21 N.M.L. Rev. 481 (1991).

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 73 C.J.S. Public Administrative Law and Procedure §§ 112, 114.

## **14-4-2. Definitions.**

As used in the State Rules Act [this article]:

A. "agency" means any agency, board, commission, department, institution or officer of the state government except the judicial and legislative branches of the state government;

B. "person" includes individuals, associations, partnerships, companies, business trusts and corporations; and

C. "rule" means any rule, regulation, order, standard, statement of policy, including amendments thereto or repeals thereof issued or promulgated by any agency and purporting to affect one or more agencies besides the agency issuing such rule or to affect persons not members or employees of such issuing agency. An order or decision or other document issued or promulgated in connection with the disposition of any case or agency decision upon a particular matter as applied to a specific set of facts shall not

be deemed such a rule nor shall it constitute specific adoption thereof by the agency. Such term shall not include rules relating to the management, confinement, discipline or release of inmates of any penal or charitable institution, the Springer Boys' School, the Girls' Welfare Home, of any hospital nor to rules made relating to the management of any particular educational institution, whether elementary or otherwise, nor to rules made relating to admissions, discipline, supervision, expulsion or graduation of students therefrom.

**History:** 1953 Comp., § 71-7-2, enacted by Laws 1967, ch. 275, § 2; 1969, ch. 92, § 1.

## ANNOTATIONS

**Compiler's notes.** - The New Mexico boys' school at Springer and the girls' welfare home, referred to in the last sentence of Subsection C, were provided for in Chapter 33, Article 4 and Chapter 33, Article 5 NMSA 1978, respectively. Both of those Articles were repealed by Laws 1988, ch. 101, § 51.

**"Rules" and "standards".** - The terms "rule" and "standard" include procedural standards, manuals, directives and requirements if they purport to affect one or more agencies besides the issuing agency or persons other than the issuing agencies' members or employees. 1993 Op. Att'y Gen. No. 93-1.

**A standard is a rule,** if the proper procedure has been followed in promulgating it. Bokum Resources Corp. v. New Mexico Water Quality Control Comm'n, 93 N.M. 546, 603 P.2d 285 (1979).

**Orders and decisions excluded by definition from class of rules** to which State Rules Act applies are not subject to the provisions of those sections and, in particular, are not governed by 14-4-3 and 14-4-5 NMSA 1978. Op. Att'y Gen. No. 79-32.

**Law reviews.** - For article, "Survey of New Mexico Law, 1979-80: Administrative Law," see 11 N.M. L. Rev. 1 (1981).

### **14-4-3. Format of rules; filing; distribution.**

Each agency promulgating any rule shall place the rule in the format and style required by rule of the records center and shall deliver one original paper copy and one electronic copy to the records center. The records center shall note thereon the date and hour of filing. The records center shall maintain the original copy as a permanent record open to public inspection during office hours and shall have the rule published in a timely manner in the New Mexico register and compiled into the New Mexico Administrative Code. At the time of filing, an agency may submit to the records center an additional paper copy, for annotation with the date and hour of filing, to be returned to the agency.



**History:** 1953 Comp., § 71-7-3, enacted by Laws 1967, ch. 275, § 3; 1969, ch. 92, § 2; 1987, ch. 40, § 1; 1995, ch. 110, § 2.

## ANNOTATIONS

**Cross references.** - For records of state agencies and databases under Public Records Act, see 14-3-15.1 NMSA 1978.

For electronic authentication and substitution for signature, see 14-3-15.2 NMSA 1978.

**The 1995 amendment,** effective July 1, 1995, substituted "deliver one original paper copy and one electronic copy" for "cause seven copies to be delivered" in the first sentence; substituted "maintain the original copy" for "a list of places to file copies" in the third sentence; added the language at the end of the section beginning "and shall have"; and made minor stylistic changes throughout the section.

**Records center may require certificate of compliance.** - Pursuant to its authority under this section to adopt a rule governing the style and format of the rules and regulations to be filed, the records center may require a certificate of compliance as a matter of style or format. While the records center has no authority to look behind a certificate of compliance or to make any determination of actual compliance, failure to incorporate such a certificate of compliance on rules and regulations submitted for filing would constitute a failure to comply with the required style and format. 1978 Op. Att'y Gen. No. 78-7.

**Orders and decisions excluded by definition from class of rules** to which this article and 13-3-24 and 13-3-25 NMSA 1978 apply are not subject to the provisions of those sections and, in particular, are not governed by this section and 14-4-5 NMSA 1978. Op. Att'y Gen. No. 79-32.

**Law reviews.** - For article, "How to Stand Still Without Really Trying: A Critique of the New Mexico Administrative Procedures Act," see 10 Nat. Resources J. 840 (1970).

For note, "On Building Better Laws for New Mexico's Environment," see 4 N.M. L. Rev. 105 (1973).

### **14-4-4. Publication filing and distribution; official depository.**

Each agency issuing any publication, pamphlet, report, notice, proclamation or similar instrument shall immediately file five copies thereof with the records center. The records center shall deliver three copies to the state library, which shall keep one copy available for public inspection during office hours. All other copies may be circulated. The state library is designated to be an official depository of all such publications, pamphlets, reports, notices, proclamations and similar instruments.

**History:** 1953 Comp., § 71-7-5, enacted by Laws 1967, ch. 275, § 5; 1969, ch. 92, § 3; 1995, ch. 110, § 3.

## ANNOTATIONS

**The 1995 amendment**, effective July 1, 1995, added the section heading.

**What and with whom matters to be filed.** - Formerly, all official reports, pamphlets, publications, regulations, rules, codes of fair competition, proclamations and orders issued, prescribed or promulgated by the state corporation commission of general application were to be filed, in accordance with statute, with the supreme court librarian of the state of New Mexico, with the exception of any rule or regulation or order or other document of the corporation commission, wherein it is exercising its duty of fixing, determining, supervising, regulating and controlling all charges and rates of railway, express, telephone, telegraph, sleeping car or similar company and common carrier within the state. 1953-54 Op. Att'y Gen. No. 5814.

**Actual notice of rule does not dispel necessity of compliance** with State Rules Act. State v. Joyce, 94 N.M. 618, 614 P.2d 30 (Ct. App. 1980).

**Law reviews.** - For article, "Survey of New Mexico Law, 1979-80: Administrative Law," see 11 N.M. L. Rev. 1 (1981).

### **14-4-5. Filing and compliance required for validity.**

No rule shall be valid or enforceable until it is filed with the records center and published in the New Mexico register as provided by the State Rules Act [this article]. Unless a later date is otherwise provided by law, the effective date of a rule shall be the date of publication in the New Mexico register. Emergency regulations may go into effect immediately upon filing with the records center, but shall be effective no more than thirty days unless they are published in the New Mexico register.

**History:** 1953 Comp., § 71-7-6, enacted by Laws 1967, ch. 275, § 6; 1969, ch. 92, § 4; 1995, ch. 110, § 4.

## ANNOTATIONS

**The 1995 amendment**, effective July 1, 1995, added the section heading, substituted the language at the end of the first sentence beginning "filed with" for "so filed and shall only be valid and enforceable upon such filing and compliance with any other law", and added the last two sentences.

**What and with whom matters to be filed.** - Formerly, all official reports, pamphlets, publications, regulations, rules, codes of fair competition, proclamations and orders issued, prescribed or promulgated by the state corporation commission (now public regulation commission) of general application were to be filed, in accordance with

statute, with the supreme court librarian of the state of New Mexico, with the exception of any rule or regulation or order or other document of the corporation commission (now public regulation commission), wherein it is exercising its duty of fixing, determining, supervising, regulating and controlling all charges and rates of railway, express, telephone, telegraph, sleeping car or similar company and common carrier within the state. 1953-54 Op. Att'y Gen. No. 5814.

**Policies that affect other agencies.** - If a policy manual or directive contains statements of policy purporting to affect one or more agencies besides the agency issuing the manual or to affect persons not members or employees of the issuing agency, it must be filed in accordance with the State Rules Act. 1993 Op. Att'y Gen. No. 93-1.

**When rule becomes valid or enforceable.** - The language of this section is categorical: a rule is not valid or enforceable until it is filed. There is no implicit exception that makes the rule effective before filing with respect to those with actual notice of the rule. *Pineda v. Grande Drilling Corp.* 111 N.M. 536, 807 P.2d 234 (Ct. App. 1991).

**Statute does not authorize center to investigate validity of rules.** - The statute makes no provision for a preliminary investigation by the records center with respect to the compliance of the submitting agency to any notice and hearing requirements. As an administrative body, the records center can only act within the scope of the authority delegated by statute, and any independent investigation into the validity of the rules and regulations submitted for filing does not come within the records center's authority; therefore the records center has no power to make a determination as to whether, in fact, the promulgating agency has complied with notice and hearing requirements. 1978 Op. Att'y Gen. No. 78-7.

**Orders and decisions excluded by definition from class of rules** to which State Rules Act applies are not subject to the provisions of those sections and, in particular, are not governed by 14-4-3 NMSA 1978 and this section. Op. Att'y Gen. No. 79-32.

**Prisoner disciplinary rules not covered by act.** - Disciplinary rules promulgated by the secretary of corrections, governing the conduct of prisoners confined within a penitentiary, were not required to be filed with the state's record center in the manner required under State Rules Act. *Johnson v. Francke*, 105 N.M. 564, 734 P.2d 804 (Ct. App. 1987).

**No fundamental right to notice and hearing.** - There is no fundamental right to notice and hearing before the adoption of a rule. Such a right is statutory only. *Livingston v. Ewing*, 98 N.M. 685, 652 P.2d 235 (1982).

**Actual notice of rule does not dispel necessity of compliance** with State Rules Act. *State v. Joyce*, 94 N.M. 618, 614 P.2d 30 (Ct. App. 1980).

**Effect of failure to comply with statutory requirements.** - Where the board of cosmetology failed to (1) comply with the repeal procedure of 12-8-4A NMSA 1978, in failing to give notice to interested parties and to hold a hearing prior to taking action, and (2) failed to file the record of its regulatory proceedings with the state records administrator as required by this section, the action of the board in repealing a licensing reciprocity regulation was contrary to law and the repeal was invalid. *Rivas v. Board of Cosmetologists*, 101 N.M. 592, 686 P.2d 934 (1984).

**Effect of unfiled rules and regulations.** - Former statutes (4-10-13 to 4-10-19, 1953 Comp.) did not provide that all unfiled rules and regulations were ineffective, but merely provided that such rules and regulations would not be valid as against any person who did not have actual knowledge of their contents. *Maestas v. Christmas*, 63 N.M. 447, 321 P.2d 631 (1958).

**Effect of departure from procedures and regulations prescribed.** - Local board's failure to give timely notice constituted a substantial departure from the procedures and regulations prescribed by the state board, and state board's finding that teacher was not prejudiced by this departure was prejudicial. *Tate v. New Mexico State Bd. of Educ.* 81 N.M. 323, 466 P.2d 889 (Ct. App. 1970).

Where teacher with tenure rights was only given two days' notice - excluding the date of service - before the end of the school year and under the regulations prescribed by the state board, she was entitled to no less than 14 days' notice before the end of the school year, the conduct of the local board in failing to follow the regulation amounted to unfairness, an issue which may properly be raised in a proceeding of this nature, and although teacher may have known her principal was going to recommend to the local board that she not be reemployed, this placed no burden upon her to employ an attorney, or to otherwise begin the preparation of her defense, in anticipation of the ruling of the local board. She was entitled, insofar as statute and rule permitted, to a timely notice, pursuant to the requirements of the rule. *Brininstool v. New Mexico State Bd. of Educ.* 81 N.M. 319, 466 P.2d 885 (Ct. App. 1970).

**Amendment has no effect on validity of previous resolution.** - The subsequent adoption of an amended resolution has no effect on the validity of a previous resolution. *Livingston v. Ewing*, 98 N.M. 685, 652 P.2d 235 (1982).

**Criminal trespass charges not a means to enforce rule until filing.** - Criminal trespass charges under 30-20-13 NMSA 1978 are not a means to enforce a rule available to the state until the rule is properly filed in compliance with State Rules Act. *State v. Joyce*, 94 N.M. 618, 614 P.2d 30 (Ct. App. 1980).

**Law reviews.** - For annual survey of New Mexico law relating to administrative law, see 12 N.M.L. Rev. 1 (1982).

#### **14-4-5.1. Temporary provision; savings provision.**

Notwithstanding the provisions of 14-4-5 NMSA 1978, rules filed prior to July 1, 1995 shall continue in effect if such rules were filed with the state records center in accordance with the law applicable at the time of filing, and they have not otherwise been repealed, amended, or superseded.

**History:** Laws 1995, ch. 110, § 10.

#### **ANNOTATIONS**

**Effective dates.** - Laws 1995, ch. 110, § 12 makes the act effective July 1, 1995.

#### **14-4-6. [Trade, sale and exchange of agency rules, publications and reports by records center.]**

The records center is hereby authorized to trade, sell or exchange such rules, pamphlets, reports or similar instruments for rules, pamphlets, reports or similar instruments of similar value and to sell the same at a reasonable price.

**History:** 1953 Comp., § 71-7-7, enacted by Laws 1967, ch. 275, § 7.

#### **ANNOTATIONS**

**Law reviews.** - For article, "An Administrative Procedure Act for New Mexico," see 8 Nat. Resources J. 114 (1968).

#### **14-4-7. Current listing of rules; rule repeals.**

A. The state records administrator shall prepare and publish a listing and index of all current rules which are filed with the records center.

B. All pamphlets, reports, proclamations or similar instruments which are filed with the librarian of the supreme court law library of the state of New Mexico on the effective date of the State Rules Act [this article] and which would, if filed after the effective date of the State Rules Act, be filed with the records center shall be transferred to the records center.

C. The records center shall be furnished a reasonable opportunity to obtain copies of all rules, as defined in the State Rules Act, filed with the librarian of the supreme court law library of the state of New Mexico on the effective date of the State Rules Act.

D. All rules filed with the librarian of the supreme court law library that have not been filed with the records center pursuant to the State Rules Act by June 30, 1991 are repealed.

**History:** 1953 Comp., § 71-7-8, enacted by Laws 1967, ch. 275, § 10; 1969, ch. 92, § 5; 1991, ch. 221, § 1.

## ANNOTATIONS

**The 1991 amendment**, effective June 14, 1991, added the section heading; designated the formerly undesignated provisions as Subsections A to C; deleted the former last sentence of the section which read: "The librarian of the supreme court shall not be required to retain more than the original or one copy thereof"; added Subsection D; and made minor stylistic changes throughout the section.

**"Effective date of the State Rules Act"**. - The phrase "effective date of the State Rules Act", used three times in this section, means April 14, 1967, the effective date of Laws 1967, Chapter 275.

**Interstate agreement not contemplated within this act**. - Despite the broad language in this section regarding "[a]ll pamphlets, reports, proclamations or similar instruments," an interstate agreement contract is not contemplated within the State Rules Act. *State v. Ellis*, 95 N.M. 427, 622 P.2d 1047 (Ct. App. 1980).

**Interstate contract is not instrument similar to rules, reports and notices** issued by state agencies. *State v. Ellis*, 95 N.M. 427, 622 P.2d 1047 (Ct. App. 1980).

**Law reviews**. - For article, "An Administrative Procedure Act for New Mexico," see 8 *Nat. Resources J.* 114 (1968).

### **14-4-7.1. New Mexico register.**

A. The state records administrator shall provide for publication of a New Mexico register at least twice a month. The New Mexico register shall be published in such a way as to minimize the cost to the state. To accomplish this, the state records administrator is authorized to provide for charges for subscriptions and for publication of notice and other items, including advertising, in the register.

B. The New Mexico register shall be the official publication for all notices of rule makings and filings of adopted rules, including emergency rules, by agencies.

(1) The register shall include the full text of any adopted rules, including emergency rules. Proposed rules may be published in full or in part at the discretion of the issuing agency.

(2) Upon request of an issuing agency, the state records administrator may determine that publication in the register of the full text of an adopted rule would be unduly cumbersome, expensive or otherwise inexpedient, and may publish instead a synopsis of the adopted rule and a statement that a copy of the rule is available from the issuing agency.

C. The New Mexico register shall be available by subscription and single copy purchase to any person, including agencies of the executive, judicial and legislative branches of

state government and its political subdivisions, at a reasonable charge approved by the state records administrator. The administrator may authorize distribution of a certain number of copies of the register without charge to agencies or political subdivisions as deemed economically feasible and appropriate.

D. The New Mexico register may include a summary or the text of any governor's executive order, a summary, listing or the text of any attorney general's opinion, a calendar listing the date, time and place of all or selected agency rule-making hearings, a list of gubernatorial appointments of state officials and board and commission members or other material related to administrative law and practice.

E. The state records administrator shall adopt and promulgate rules necessary for the implementation and administration of this section.

**History:** Laws 1989, ch. 38, § 1; 1995, ch. 110, § 5.

### **ANNOTATIONS**

**The 1995 amendment,** effective July 1, 1995, in Subsection A, substituted "for publication" for "if economically feasible, for development and publication" and deleted "after January 1, 1990" following "month"; in Subsection B, redesignated the last two sentences as Paragraph (1) and rewrote the paragraph to make publication of the full text of adopted rules mandatory, and added Paragraph (2); and made minor stylistic changes throughout the section.

**Adequate notice under Open Meetings Act.** - A notice of proposed rulemaking in the New Mexico register probably would not constitute reasonable notice under the Open Meetings Act, 10-15-1 to 10-15-4 NMSA 1978, because the register is not widely circulated and is not readily available to the general public. 1993 Op. Att'y Gen. No. 93-2.

**Notice requirements for legal publication.** - A notice published in the New Mexico register would not fulfill the requirements for legal publication under 14-11-1 to 14-11-8 NMSA 1978 because the register is not a newspaper of general paid circulation. 1993 Op. Att'y Gen. No. 93-2.

**Publication in human services register.** - Publication of a notice, proposed rule, or adopted rule in the New Mexico human services register does not fulfill the human services department's duty to publish materials required by the New Mexico register. 1993 Op. Att'y Gen. No. 93-2.

**Publication requirements under the Administrative Procedures Act.** - The state rules administrator was not required to publish a separate bulletin under former 12-8-6 NMSA 1978 for agencies subject to the Administrative Procedures Act. Specifically, the provisions of this section superseded the requirements in former 12-8-6 NMSA 1978 for issuing a bimonthly publication, for publishing the full text of rules except under the

specified conditions and for providing bulletins free of charge to state agencies and political subdivisions upon request. 1993 Op. Att'y Gen. No. 93-3.

**Incorporation by reference.** - An agency may not avoid filing and publishing a rule by incorporating by reference and otherwise properly filed and published rule. However, this section grants the state records administrator and the issuing agency discretion to agree on publication of less than a full text of incorporated materials. 1993 Op. Att'y Gen. No. 93-1.

### **14-4-7.2. New Mexico Administrative Code.**

A. The state records administrator shall create and have published a New Mexico Administrative Code, which shall contain all adopted rules. The administrator shall adopt regulations setting forth procedures for the compilation of the code and prescribing the format and structure of the code, including provisions for at least annual supplementation or revision.

B. All rulemaking agencies shall revise, restate and repromulgate their existing rules as needed to expedite publication of the New Mexico Administrative Code.

**History:** 1978 Comp., § 14-4-7.2, enacted by Laws 1995, ch. 110, § 6.

### **ANNOTATIONS**

**Effective dates.** - Laws 1995, ch. 110, § 12 makes the act effective January 1, 1995.

### **14-4-8. Documents not required to be filed with state library.**

The state librarian may by appropriate written instructions advise the records center that he no longer desires a particular class of instrument to be filed with the state library and thereafter such records center shall no longer file such class of documents with the state library unless such rejection is rescinded in writing and sent to such agency or agencies.

**History:** 1953 Comp., § 71-7-9, enacted by Laws 1967, ch. 275, § 11; 1977, ch. 246, § 47.

### **14-4-9. [Law governing filing of agency rules, documents and publications.]**

Wherever any law requires an agency to file a rule, pamphlet, document or publication with the librarian of the supreme court law library such shall be accomplished by the delivery and filing as provided in the State Rules Act [this article].

**History:** 1953 Comp., § 71-7-10, enacted by Laws 1967, ch. 275, § 12.



#### **14-4-10. State publications for sale or issue by state agencies; listing by state records administrator.**

The state records administrator shall maintain a file of all state publications which are for sale or issue by agencies of the state. He shall prepare and publish a list of all such publications which are current and effective. The list shall include such documents as books, manuals, pamphlets, bulletins, monographs and periodicals designed to instruct, inform or direct either the general public or public officers and employees. Correspondence and those documents developed by agencies for their own internal administration are excluded.

**History:** 1953 Comp., § 71-6-23, enacted by Laws 1967, ch. 275, § 8; 1977, ch. 301, § 3; 1978 Comp., § 14-3-24, recompiled as 1978 Comp., § 14-4-10 by Laws 1995, ch. 110, § 9.

#### **14-4-11. [Personal files, records and documents of elected state officials; placing in state archives by the state records administrator.]**

The state records administrator may accept and place in the state archives the personal files, records and documents of elected state officials or of former elected state officials, subject to any reasonable restrictions, moratoriums and requirements concerning their use by other persons. Such restrictions, moratoriums and requirements made by the donor, however, shall not prevent the archivist of the state records center from having access to the files, records and documents for indexing and cataloguing purposes.

**History:** 1953 Comp., § 71-6-24, enacted by Laws 1967, ch. 275, § 9; 1978 Comp., § 14-3-25, recompiled as 1978 Comp., § 14-4-11 by Laws 1995, ch. 110, § 9.

## **ARTICLE 5 PUBLIC RECORDS RECOVERY**

### **14-5-1. Short title.**

This act [14-5-1 to 14-5-10 NMSA 1978] may be cited as the "Public Records Recovery Act".

**History:** 1953 Comp., § 71-8-1, enacted by Laws 1973, ch. 270, § 1.

### **14-5-2. Definitions.**

As used in the Public Records Recovery Act [14-5-1 to 14-5-10 NMSA 1978]:

A. "public officer" means any officer or employee of the legislative, executive or judicial departments of the state or any of its agencies, and any officer or employee of any of the political subdivisions of the state, who is the official custodian of any public record or class of public records; and

B. "public record" means all instruments and documents duly recorded in the records of the county clerk, district court or probate court, which affect interest in real property.

**History:** 1953 Comp., § 71-8-2, enacted by Laws 1973, ch. 270, § 2.

### **14-5-3. Recovery authorized.**

Any public officer is authorized to recover public records and to duplicate copies of them in the possession of any private party.

**History:** 1953 Comp., § 71-8-3, enacted by Laws 1973, ch. 270, § 3.

### **14-5-4. Method of recovery.**

Upon determining that a particular public record is not in the hands of the official custodian of such record and upon forming a reasonable belief that those records or copies of them are in the possession of a private party or parties, the public officer shall send a postage prepaid, certified letter, return receipt requested, to the party believed to be in possession of the records or copies of them, making demand for the production of the record if he has it and if he does not have it, any copy of the record. The letter shall:

A. name with particularity the record, the original or copy of which is believed to be in the possession of the private party;

B. allege that the public record is not in the hands of the official custodian of the record;

C. state the grounds on which the public officer believes that the private party is in possession of the public record or a copy of it; and

D. demand that within thirty days of the receipt of the letter, the recipient shall appear at a time and place stated in the letter, bringing the named public record or if the demand is for a copy, the copy with him.

**History:** 1953 Comp., § 71-8-4, enacted by Laws 1973, ch. 270, § 4.

### **14-5-5. Return of public record.**

If the recipient of the public officer's letter complies with the demand and produces the document or documents, the public officer:

A. shall determine if the document produced is a missing record or a copy of a missing record; and

B. then shall duplicate the document and return the private party's document to him if it is a copy, or if it is the original public record, give the private party a copy and keep the original public record.

**History:** 1953 Comp., § 71-8-5, enacted by Laws 1973, ch. 270, § 5.

#### **14-5-6. Refusal to appear and produce document; procedure.**

If within thirty days of the receipt of the letter, the recipient fails to appear or fails to produce the requested document or documents without showing cause, the public officer making the demand shall apply to the district court in the judicial district where the documents are allegedly located for an order compelling production of the documents for recovery or copying as provided above.

A. The application shall:

(1) name with particularity the record, the original or copy of which is believed to be in the possession of the third party;

(2) allege that the public record is not in the hands of the official custodian of the record;

(3) state the grounds upon which the public officer believes that the private party is in possession of the public record or copies of it; and

(4) state, by affidavit or otherwise, that due demand as required by the Public Records Recovery Act [14-5-1 to 14-5-10 NMSA 1978] has been made and that the private party or parties have either failed or refused to produce the document or documents.

B. The application shall be docketed in the district court as a civil proceeding and shall proceed as a civil suit under the rules of civil procedure of the district courts.

**History:** 1953 Comp., § 71-8-6, enacted by Laws 1973, ch. 270, § 6.

#### **14-5-7. District court findings and orders.**

If the district court finds that the petition of the public officer is true and that the named document or documents are in the possession of the named party or parties, the court shall order that the document or documents be turned over for recovery or duplication as required in Subsection B of Section 4 [14-5-4 NMSA 1978] of the Public Records Recovery Act.

**History:** 1953 Comp., § 71-8-7, enacted by Laws 1973, ch. 270, § 7.

## ANNOTATIONS

**Compiler's notes.** - The reference to Subsection B of Section 4 of the Public Records Recovery Act probably should be to Subsection D of that section, 14-5-4 NMSA 1978.

### **14-5-8. Replacement of recovered document.**

Records recovered by any public officer or duplicated by the public officer pursuant to the Public Records Recovery Act [14-5-1 to 14-5-10 NMSA 1978] shall immediately be returned to the official custodian entitled to possession of the record. Prior to replacing the recovered documents, the public officer shall attach a certificate to each of them in a manner that it cannot be removed without destruction of the document stating the date on which the documents were recovered and the name of the person who had possession of the original or copy, the statement under oath of the person who had possession as to the authenticity of the original or copy, and if possible attesting to the belief of the public officer that the recovered documents are previously missing public records, or true copies of them.

**History:** 1953 Comp., § 71-8-8, enacted by Laws 1973, ch. 270, § 8.

### **14-5-9. Effect of replacement of recovered document.**

Nothing in the Public Records Recovery Act [14-5-1 to 14-5-10 NMSA 1978] shall be construed to enlarge the rights of a person claiming an interest in real property under a document recovered under the terms of that act, or to make any conclusive presumptions as to the authenticity of the recovered documents.

**History:** 1953 Comp., § 71-8-9, enacted by Laws 1973, ch. 270, § 9.

### **14-5-10. Alternative method.**

The remedies provided in this act [14-5-1 to 14-5-10 NMSA 1978] are in addition to and not in lieu of any remedies contained in Section 14-3-16 NMSA 1978 or any other statute relating to the recovery of public records.

**History:** 1953 Comp., § 71-8-10, enacted by Laws 1973, ch. 270, § 10.

## **ARTICLE 6 HEALTH AND HOSPITAL RECORDS**

### **14-6-1. Health information; confidentiality; immunity from liability for furnishing.**

A. All health information that relates to and identifies specific individuals as patients is strictly confidential and shall not be a matter of public record or accessible to the public even though the information is in the custody of or contained in the records of a governmental agency or its agent, a state educational institution, a duly organized state or county association of licensed physicians or dentists, a licensed health facility or staff committees of such facilities.

B. A custodian of information classified as confidential in Subsection A may furnish the information upon request to a governmental agency or its agent, a state educational institution, a duly organized state or county association of licensed physicians or dentists, a licensed health facility or staff committees of such facilities, and the custodian furnishing the information shall not be liable for damages to any person for having furnished the information.

C. Statistical studies and research reports based upon confidential information may be published or furnished to the public, but these studies and reports shall not in any way identify individual patients directly or indirectly nor in any way violate the privileged or confidential nature of the relationship and communications between practitioner and patient.

D. This section does not affect the status of original medical records of individual patients and the rules of confidentiality and accessibility applicable to these records continue in force. This section does not affect the status of vital statistical records of the health and environment department.

**History:** 1953 Comp., § 12-18-1, enacted by Laws 1971, ch. 137, § 1, and recompiled as 1953 Comp., § 12-25-6, by Laws 1972, ch. 51, § 9; 1977, ch. 253, § 37.

## ANNOTATIONS

**Cross references.** - For use of medical records by medical review commission, see 41-5-15, 41-5-16 NMSA 1978.

**Health and environment department.** - Laws 1991, ch. 25, § 16 repeals former 9-7-4 NMSA 1978, relating to the health and environment department, referred to in this section, and enacts a new 9-7-4 NMSA 1978, creating the department of health. Laws 1991, ch. 25, § 4 creates the department of environment.

**Law reviews.** - For article, "Disclosure of Medical Information - Criminal Prosecution of Medicaid Fraud in New Mexico," see 9 N.M. L. Rev. 321 (1979).

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 81 Am. Jur. 2d Witnesses §§ 262 et seq., 417, 434.

Physician-patient privilege as extending to patient's medical or hospital records, 10 A.L.R.4th 552.

## **14-6-2. Hospital records; retention.**

A. Unless provided otherwise in this section, a hospital shall retain and preserve all records directly relating to the care and treatment of a patient for a period of ten years following the last discharge of the patient. Retention and preservation of such records in microfilm or other photographically reproduced form shall be deemed compliance with this subsection and such reproduced and retained copies shall be deemed originals for the purposes of the rules of evidence promulgated by the supreme court of New Mexico.

B. Laboratory test records and reports may be destroyed one year after the date of the test recorded or reported therein provided that one copy is placed in the patient's record. If a copy of the laboratory test records and reports is not placed in the patient's record, they may not be destroyed for a period of four years from the date of the test recorded or reported.

C. X-ray films may be destroyed four years after the date of exposure, if there are in the hospital record written findings of a radiologist who has read such x-ray films. At any time after the third year after the date of exposure, and upon proper identification, the patient may recover his own x-ray films as may be retained pursuant to this section. Such written radiological findings shall be retained as provided in Subsection A of this section.

D. At any time after the retention periods specified in Subsections A, B and C of this section, the hospital may, without thereby incurring liability, destroy such records, by burning, shredding or other effective method in keeping with the confidential nature of their contents; provided, however, that destruction of such records must be in the ordinary course of business and no record shall be destroyed on an individual basis.

E. For the purposes of this section, "hospital" means an institution for the reception and care of the ill or infirm which is licensed by the health and social services department [department of health].

**History:** 1953 Comp., § 12-34-24, enacted by Laws 1977, ch. 371, § 1.

### **ANNOTATIONS**

**Bracketed material.** - The bracketed material in Subsection E was inserted by the compiler, as Laws 1977, ch. 253, § 5, abolished the health and social services department, and Laws 1977, ch. 253, § 4, established the health and environment department under former 9-7-4 NMSA 1978. Laws 1991, ch. 25, § 16 repealed former 9-7-4 NMSA 1978 and enacted a new 9-7-4 NMSA 1978 creating the department of health. The bracketed material was not enacted by the legislature and is not part of the law.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - Medical malpractice: presumption or inference from failure of hospital or doctor to produce relevant medical records, 69 A.L.R.4th 906.

### **14-6-3. Access to medical records by applicants for disability benefits; violations.**

A. Within thirty days of receiving a request from a patient or former patient who is applying for benefits based on social security disability or who is appealing a denial of such benefits or from an authorized representative of such a patient or former patient, a health care provider shall furnish the requestor with a copy of that patient's medical records. A fee as established by the department of health, may be charged by the health care provider to the requestor for the copies or for the service in obtaining the records.

B. A request made pursuant to Subsection A of this section shall include a statement or document from the agency that administers the benefits that confirms the application or appeal.

C. As used in this section:

(1) "health care provider" means a person who is licensed, certified or otherwise authorized by law to provide or render health care in the ordinary course of business or practice of a profession and includes a facility employing, or contracting with, such a person; and

(2) "medical records" means information in a medical or mental health patient file, including drug or alcohol treatment records, medical reports, clinical notes, nurses' notes, history of injury, subjective and objective complaints, test contents and results, interpretations of tests, reports and summaries of interpretations of tests and other reports, diagnoses and prognoses, bills, invoices, referral requests, consultative reports and reports of services requested by the health care provider.

D. Nothing in this section shall be interpreted to grant access for a patient or patient's representative to medical records that are otherwise protected by law.

E. The department of health shall enforce the provisions of this section and may impose a civil penalty in an amount not to exceed one hundred dollars (\$100) for a violation of this section. The department may promulgate rules necessary for the implementation and enforcement of the provisions of this section, including a fee schedule by obtaining records as provided in Subsection A of this section for a patient who has a financial ability to pay.

**History:** Laws 1999, ch. 206, § 1.

### **ANNOTATIONS**

**Effective dates.** - Laws 1999, ch. 206 contains no effective date provision, but, pursuant to N.M. Const., art. IV, § 23, is effective on June 18, 1999, 90 days after adjournment of the legislature. See Volume 14 NMSA 1978 for "Adjournment Dates of Sessions of Legislature" table.

## **ARTICLE 7**

### **FINANCIAL INSTITUTION RECORDS**

#### **14-7-1. Requiring notice of intent to gain access to records of financial institutions.**

A. At least seven days prior to a state agency, board or commission requesting or gaining access to or copies of the records of a person, corporation, company or organization, maintained by a bank, savings and loan association, small loan company or other similar financial institution, the agency, board or commission shall notify by certified or registered mail, the person, corporation, company or other organization of its intent to gain access or acquire such records.

B. The requirement of notice set forth in Subsection A of this section shall not apply to the audit of any bank, savings and loan association, small loan company or other similar financial institution by a state agency, when conducted pursuant to the agency's statutory directive.

C. The provisions of Subsection A of this section shall not apply to requests for records made pursuant to an administrative subpoena. In such instances at least twenty-four hours' notice shall be given to the person, corporation, company or organization.

**History:** 1953 Comp., § 48-10-13, enacted by Laws 1977, ch. 291, § 1.

#### **ANNOTATIONS**

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 73 C.J.S. Public Administrative Law and Procedure §§ 77 to 79, 82, 83.

#### **14-7-2. Requirements of state agencies, boards and commissions prior to access to a financial institution's records.**

A. Prior to a state agency, board or commission receiving access to or copies of the records of a person, corporation, company or organization maintained by a bank, savings and loan association, small loan company or other similar financial institution, the agency, board or commission shall:

(1) allow the institution forty-eight hours to comply with an administrative subpoena;



(2) allow the institution to provide authenticated copies of original records rather than the original copies in response to an administrative subpoena; and

(3) pay the institution the reasonable cost of production of such records including both the cost of materials and wages.

B. The provisions of Subsection A of this section shall not apply to the audit of any bank, savings and loan association, small loan company or other similar financial institution by a state agency when conducted pursuant to the agency's statutory directive.

**History:** 1953 Comp., § 48-10-14, enacted by Laws 1977, ch. 337, § 1.

## **ARTICLE 8 RECORDING**

### **14-8-1. [County clerk as ex-officio recorder.]**

The county clerks of the different counties of this state, shall be ex-officio recorders in their respective counties.

**History:** Laws 1855-1856, p. 18, § 1; C.L. 1865, ch. 88, § 1; C.L. 1884, § 429; C.L. 1897, § 776; Code 1915, § 4779; C.S. 1929, § 118-101; 1941 Comp., § 13-101; 1953 Comp., § 71-1-1.

### **ANNOTATIONS**

**Compiler's notes.** - The 1915 Code compilers substituted the words "county clerks" for the words "clerks of the probate courts," apparently to correspond with N.M. Const., art. VI, § 22, providing that the county clerk shall act as probate clerk until otherwise provided by law.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 66 Am. Jur. 2d Records and Recording Laws §§ 81, 83.

76 C.J.S. Records § 9 et seq.

### **14-8-2. [Duties of recorder.]**

It shall be the duty of the county clerk to record in a book of good size, which he shall keep in his office for this purpose, all land titles and other papers which by law should be recorded.

**History:** Laws 1855-1856, p. 18, § 2; C.L. 1865, ch. 88, § 2; C.L. 1884, § 430; C.L. 1897, § 777; Code 1915, § 4780; C.S. 1929, § 118-102; 1941 Comp., § 13-102; 1953 Comp., § 71-1-2.

## ANNOTATIONS

**Cross references.** - For durability of records, see 14-8-7, 14-8-8 NMSA 1978.

**Compiler's notes.** - The 1915 Code compilers substituted the words "county clerk" for the word "recorder." See compiler's note to 14-8-1 NMSA 1978.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 66 Am. Jur. 2d Records and Recording Laws §§ 84 to 86, 132, 133.

76 C.J.S. Records § 9 et seq.

### 14-8-3. Recording books.

When used in Articles 1 to 5 and 8 to 10 of Chapter 14 NMSA 1978, "book" includes microfilm.

**History:** 1953 Comp., § 71-1-2.1, enacted by Laws 1963, ch. 52, § 1.

## ANNOTATIONS

**Cross references.** - For microfilming of records, see 14-1-4 to 14-1-6 NMSA 1978.

For provisions relating to reproduction on film under the Public Records Act, see 14-3-15 NMSA 1978.

### 14-8-4. Acknowledgment necessary for recording; decrees; exceptions.

Any instrument of writing, duly acknowledged and certified, may be filed and recorded. Any instrument of writing, not duly acknowledged and certified, may not be filed and recorded, nor considered of record, though so entered; provided, however, that judicial decrees or certified copies, patents, land office receipts, certified copies of foreign wills duly authenticated and instruments of writing in any manner affecting lands in the state, when these instruments have been duly executed by an authorized public officer, need not be acknowledged but may be filed and recorded; provided further, any filing or recording permitted or required under the provisions of the Uniform Commercial Code [Chapter 55 NMSA 1978] need not comply with the requirements of this section; and provided further, that instruments acknowledged on behalf of a corporation need not have the corporation's seal affixed thereto in order to be filed and recorded.

**History:** Laws 1901, ch. 62, § 18; Code 1915, § 4795; C.S. 1929, § 118-119; 1941 Comp., § 13-103; 1953 Comp., § 71-1-3; Laws 1961, ch. 96, § 11-118; 1967, ch. 10, § 1; 1981, ch. 219, § 1.

## ANNOTATIONS

**Cross references.** - For notary publics and validation of certain prior acknowledgments, see 14-13-13 to 14-13-25 NMSA 1978.

For short forms of acknowledgment, see 14-14-8 NMSA 1978.

**Generally.** - Under the wording of this section, it is provided that any instrument of writing which is not duly acknowledged and certified is not entitled to be filed and recorded, nor considered of record, though so entered, unless expressly excepted under the terms of such statute. 1961-62 Op. Att'y Gen. No. 62-1.

**Death certificates.** - County clerks could not issue certified copies of death certificates pursuant to this section so that persons may avoid the higher fees charged for the issuance of certificates by the vital statistics bureau. 1988 Op. Att'y Gen. No. 88-01.

**Taking acknowledgment ministerial duty.** - The duties performed by an officer in taking an acknowledgment in this state are ministerial in character rather than judicial. *Garcia v. Leal*, 30 N.M. 249, 231 P. 631 (1924).

**Necessity for acknowledgment.** - Laws 1874, ch. 14 (now superseded), cured defective acknowledgments to deeds made prior to January 8, 1874, but did not supply the want nor obviate the necessity of an acknowledgment as between the parties to the deed. *Armijo v. New Mexico Town Co.* 3 N.M. (Gild.) 427, 5 P. 709 (1885) See note to 14-13-13 NMSA 1978.

This section does not require deeds to be acknowledged except for recordation and for the protection of the grantee against subsequent purchasers in good faith and without notice. *Garcia v. Leal*, 30 N.M. 249, 231 P. 631 (1924).

An acknowledgment of a deed, or other writing, affecting real estate, by the party whose real estate is affected, in the manner established by statute, is a necessary prerequisite to its being recorded. *McBee v. O'Connell*, 16 N.M. 469, 120 P. 734 (1911).

Although acknowledgment is not essential to validity of conveyance as between parties, without it the instrument may not be admitted to record. *Kitchen v. Canavan*, 36 N.M. 273, 13 P.2d 877 (1932).

A chattel mortgage or sales contract, if not properly acknowledged, should not be filed and indexed by the county clerk. 1937-38 Op. Att'y Gen. 137.

**Absent valid acknowledgment, instrument may not be treated as recorded.** New Mexico Properties, Inc. v. Lennox Indus., Inc. 95 N.M. 64, 618 P.2d 1228 (1980); F & S Co. v. Gentry, 103 N.M. 54, 702 P.2d 999 (1985).

**Instruments filed pursuant to provisions of Uniform Commercial Code not required to be acknowledged.** - In keeping with the declared purpose of the Uniform Commercial Code (Chapter 55 NMSA 1978) to simplify, clarify and modernize the law governing commercial transactions, and the rule of construction that the Code shall be liberally construed and applied so as to promote its underlying purposes and policies, such instruments as are filed pursuant to the provisions of the Uniform Commercial Code are not required to be acknowledged as a prerequisite to being filed with the county clerks. 1961-62 Op. Att'y Gen. No. 62-1 (opinion rendered prior to 1967 amendment adding second proviso to section).

**Effect of unacknowledged deed.** - Where there is a quitclaim deed not attested to by a notary public, this section only prevents the recording of the deed and does not make it void. The general rule is that an unacknowledged deed is binding between the parties thereto, their heirs and representatives and persons having actual notice of the instrument. Baker v. Baker, 90 N.M. 38, 559 P.2d 415 (1977).

An unacknowledged mortgage is not entitled to record and gives no constructive notice. Vorenberg v. Bosserman, 17 N.M. 433, 130 P. 438 (1913).

**Restrictive covenants not effective.** - Since the instrument purporting to establish the subdivision covenants tendered for filing on June 5, 1978 was not properly acknowledged and did not comply with the requirements of the statute, it was ineffective to establish restrictive covenants against the subdivision which ran with the land. Pollock v. Ramirez, 117 N.M. 187, 870 P.2d 149 (Ct. App. 1994).

Developer's declaration of covenants was legally ineffective to establish restrictive covenants that run with the land because it was not acknowledged before a notary public. Cyprus Gardens, Ltd. v. Platt, 1998-NMCA-007, 124 N.M. 472, 952 P.2d 467.

**Constructive notice not found.** - Because the covenants sought to be imposed did not comply with the requirements of this section and the covenants were recorded subsequent to the conveyance to the decedents, constructive notice of the existence of valid covenants cannot properly be implied. Pollock v. Ramirez, 117 N.M. 187, 870 P.2d 149 (Ct. App. 1994).

**Acknowledgment not part of instrument.** - Although an acknowledgment is required before an instrument may be filed, in the absence of a statute so providing, an acknowledgment is not a part of an instrument and is not necessary to its validity. Garrett Bldg. Centers, Inc. v. Hale, 95 N.M. 450, 623 P.2d 570 (1981); Germany v. Murdock, 99 N.M. 679, 662 P.2d 1346 (1983).

**Recorded and filed lien, lacking acknowledgment, valid and binding.** - A valid materialmen's lien which lacked an acknowledgment, but had been filed and recorded, was valid and binding as between the parties to an action on the lien. *Garrett Bldg. Centers, Inc. v. Hale*, 95 N.M. 450, 623 P.2d 570 (1981).

**Acknowledgment when signature made by mark.** - A deed executed by using the hand of a person to make his mark thereon at the place of signature is void where the grantor does not consciously assent to the signature so made, nor afterwards ratify the same, and a certificate of acknowledgment placed thereon under such circumstances does not operate to render such conveyance valid. *Garcia v. Leal*, 30 N.M. 249, 231 P. 631 (1924).

**Certificate of acknowledgment is not conclusive** and may be contested. *Garcia v. Leal*, 30 N.M. 249, 231 P. 631 (1924).

**Certificate of acknowledgment should be impeached by only clear and convincing evidence.** - A certificate of acknowledgment duly executed as required by law is prima facie evidence of the execution of the instrument it acknowledges, and should be impeached only by clear and convincing evidence. *Garcia v. Leal*, 30 N.M. 249, 231 P. 631 (1924).

Where evidence for plaintiff to the effect that a deed had not been consciously executed by the grantor and that the notary's certificate of acknowledgment thereon was false, if believed by the trial court, is clear and convincing, a judgment setting aside such deed will not be disturbed on appeal, although evidence on behalf of defendants may be in direct conflict therewith. *Garcia v. Leal*, 30 N.M. 249, 231 P. 631 (1924).

**Law reviews.** - For article, "Attachment in New Mexico - Part I," see 1 *Nat. Resources J.* 303 (1961).

For annual survey of New Mexico law relating to property, see 12 *N.M.L. Rev.* 459 (1982).

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 1 *Am. Jur. 2d Acknowledgment* §§ 4, 60 et seq.; 66 *Am. Jur. 2d Records and Recording Laws* § 77.

Sufficiency of certificate of acknowledgment, 25 *A.L.R.2d* 1124.

Record of instrument without acknowledgment or insufficiently acknowledged as notice, 59 *A.L.R.2d* 1299.

1A *C.J.S. Acknowledgments* § 7; 76 *C.J.S. Records* § 9 et seq.

## **14-8-5. [Mining location notices; recording.]**

All recordings of unacknowledged mining location notices and amended or additional notices made pursuant to Section 69-3-1, 69-3-2, 69-3-12 or 69-3-21 [repealed] NMSA 1978, and the record thereof in the office of the county clerk, are hereby confirmed and made valid, the provisions of Section 14-8-4 NMSA 1978 notwithstanding; provided, however, existing or intervening rights of others are not affected. Hereafter, such notices need not be acknowledged but may be filed, recorded and considered of record if properly signed by the locator.

**History:** 1953 Comp., § 71-1-3.1, enacted by Laws 1971, ch. 202, § 1.

### ANNOTATIONS

**Compiler's notes.** - Section 69-3-21 NMSA 1978, referred to in the first sentence, was repealed by Laws 1981, ch. 310, § 7.

### **14-8-6. [Endorsement on receipt of documents; constructive notice of contents.]**

When any land title, or other document, shall be delivered to the county clerk to be recorded, it shall be his duty to endorse immediately on that document, or other paper, the day, month and year in which he received it, and he shall record it in the book of record as soon as possible, and the said documents from the date on which they were delivered to the county clerk shall be considered as recorded, and this shall be sufficient notice to the public of the contents thereof.

**History:** Laws 1855-1856, p. 18, § 3; C.L. 1865, ch. 88, § 3; C.L. 1884, § 431; C.L. 1897, § 778; Code 1915, § 4781; C.S. 1929, § 118-103; 1941 Comp., § 13-104; 1953 Comp., § 71-1-4.

### ANNOTATIONS

**Cross references.** - For recording assignment of royalties, see 70-1-1, 70-1-2 NMSA 1978.

**Compiler's notes.** - The 1915 Code compilers substituted the words "county clerk" for the word "recorder." See compiler's note to 14-8-1 NMSA 1978.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - Priority where senior instrument is recorded after execution but before recording of junior instrument, 32 A.L.R. 344.

Withdrawal of paper after delivery to proper officer as affecting question whether it is filed, 37 A.L.R. 670.

Use of diminutive or nickname as affecting operation or record as notice, 45 A.L.R. 557.

Effect of neglect or fault of recording or filing officer, 70 A.L.R. 595.

Necessity of recording appointment of substitute for trustee under deed of trust securing bonds, 98 A.L.R. 1159.

Improper insertion or omission of middle initial of one's name as affecting constructive notice from public records, 122 A.L.R. 909.

Fraudulent misrepresentation or concealment, public records as constructive notice of, so as to start running of statute of limitations against action for fraud, 152 A.L.R. 461.

Record of instrument which comprises or includes an interest or right that is not proper subject of record, 3 A.L.R.2d 577.

Reformation of instruments as against third persons, record of incorrect instrument as notice of intended contents, 79 A.L.R.2d 1180.

Recorded real property instrument as charging third party with constructive notice of provisions of extrinsic instrument referred to therein, 89 A.L.R.3d 901.

76 C.J.S. Records § 9 et seq.

### **14-8-7. [Durability of records; required inks and ribbons.]**

It shall be the duty of county clerks in this state to use either a good grade of nonfadeable permanent black ink or a good grade of black record typewriter ribbon in recording all instruments of writing which by law they are required to record.

**History:** Laws 1923, ch. 114, § 1; C.S. 1929, § 118-114; 1941 Comp., § 13-105; 1953 Comp., § 71-1-5.

### **ANNOTATIONS**

**Cross references.** - For protection of records, see 14-3-13 NMSA 1978.

For provision that recording books include microfilm, see 14-8-3 NMSA 1978.

**Legislative intent.** - The legislature in enacting this section intended merely to require that recording be done by a method insuring permanency and durability. A recording by photographic copy if legible and durable would not constitute a violation of this section. 1939-40 Op. Att'y Gen. 148.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - Photostatic or other method of recording instrument, 57 A.L.R. 159.

Mutilations, alterations, and deletions as affecting admissibility in evidence of public record, 28 A.L.R.2d 1443.

76 C.J.S. Records 9 et seq.

### **14-8-8. [Noncompliance with durability requirements; penalty.]**

Any county clerk who shall fail to comply with the provisions of this act [14-8-7, 14-8-8 NMSA 1978], upon conviction thereof, shall be fined not less than fifty dollars [(\$50.00)] nor more than five hundred dollars [(\$500)].

**History:** Laws 1923, ch. 114, § 2; C.S. 1929, § 118-115; 1941 Comp., § 13-106; 1953 Comp., § 71-1-6.

#### **ANNOTATIONS**

**Bracketed material.** - The bracketed material in this section was inserted by the compiler. It was not enacted by the legislature and is not a part of the law.

### **14-8-9. [Security of books of record; delivery to successors.]**

It shall be the duty of the county clerks to keep their books of record well secured, and when they go out of office as such clerks, they shall deliver them complete to their successors.

**History:** Laws 1855-1856, p. 18, § 4; C.L. 1865, ch. 88, § 4; C.L. 1884, § 432; C.L. 1897, § 779; Code 1915, § 4782; C.S. 1929, § 118-104; 1941 Comp., § 13-107; 1953 Comp., § 71-1-7.

#### **ANNOTATIONS**

**Compiler's notes.** - The 1915 Code compilers substituted the words "county clerks" for the word "recorders" and the words "such clerks" for the words "clerks of the probate court." See compiler's note to 14-8-1 NMSA 1978.

### **14-8-10. County clerks; failure to perform duties as recorder; fees.**

A. For failure to comply with Sections 14-8-1 through 14-8-9 NMSA 1978, each county clerk is responsible on his official bond for all damages suffered by the injured party.

B. Each county clerk shall collect:

(1) ten cents (\$.10) for every hundred words recorded in accordance with Sections 14-8-1 through 14-8-9 NMSA 1978;

(2) one dollar (\$1.00) for each certificate and seal to documents recorded except marriage licenses; and



(3) one dollar and fifty cents (\$1.50) for each certificate and seal to marriage licenses recorded.

**History:** Laws 1855-1856, p. 18, § 5; C.L. 1865, ch. 88, § 5; C.L. 1884, § 433; C.L. 1897, § 780; Code 1915, § 4783; C.S. 1929, § 118-105; 1941 Comp., § 13-108; 1953 Comp., § 71-1-8; Laws 1965, ch. 97, § 1.

## ANNOTATIONS

**Cross references.** - For provision requiring fees to be paid in advance of filing or recording, see 14-8-15 NMSA 1978.

**Section determines fee** by the clerk for filing a lis pendens. 1921-22 Op. Att'y Gen. 67.

**Fee for certificate and seal controlling.** - This section is controlling and in direct conflict with 14-8-13 NMSA 1978, and the fee which it sets out for each certificate and seal to documents recorded is the proper fee to be charged by county clerks. 1967 Op. Att'y Gen. No. 67-53.

**County clerks must charge for certified copies** of public records requested by the American Red Cross. 1943-44 Op. Att'y Gen. No. 4221.

### 14-8-11. [Standard form of instruments; supplies.]

The state comptroller, with the approval of the attorney general, shall select the form of instrument which shall be considered as the New Mexico standard form of such instrument for purposes of determining fees to be charged for recordation, and county clerks are hereby empowered and directed to purchase printed forms for recording in record books of warranty, quitclaim and mortgage deeds, transcripts of judgment, bills of sale, releases and such other ordinary instruments as are in common use in New Mexico.

**History:** Laws 1939, ch. 179, § 1; 1941 Comp., § 13-109; 1953 Comp., § 71-1-9.

## ANNOTATIONS

**Office of state comptroller abolished.** - The office of state comptroller has been abolished, and all records have been transferred to the department of finance or the state auditor. See Laws 1957, ch. 251, § 9, compiled as 11-1-34, 1953 Comp., and repealed by Laws 1977, ch. 26, § 1.

**Filing or recording bill of sale not required.** - There is no statute which requires the filing or recording of a bill of sale, although such an instrument is entitled to be recorded if in proper form. Garrison Gen. Tire Serv., Inc. v. Montgomery, 75 N.M. 321, 404 P.2d 143 (1965).

**14-8-12. Recording fees; when instrument not photocopied.**

A. County clerks shall receive for recording the following fees when the instrument is not photocopied:

standard form of deeds	
.....	\$1.75
nonstandard form of deeds	
.....	2.00
standard form of mortgage deeds	
.....	2.00
nonstandard form of mortgage deeds	
.....	2.25
standard form of amortization mortgage, long form	
.....	2.75
standard form of amortization mortgage, short form	
.....	2.25
nonstandard form of amortization mortgage, long form	
.....	3.25
nonstandard form of amortization mortgage, short form	
.....	2.75
standard form assignment of mortgage	
.....	1.50
nonstandard form assignment of mortgage	
.....	1.75
standard form oil and gas mining leases	
.....	1.75
nonstandard form oil and gas mining leases	
.....	2.00
standard form assignment of oil and gas mining leases	
.....	1.50
nonstandard form assignment of oil and gas mining leases	
.....	1.75
standard form release of oil and gas lease	
.....	1.25
nonstandard form release of oil and gas lease	
.....	1.50
for release of each recorded mortgage or deed of trust	
.....	1.00
deed of trust	
.....	2.25
bill of sale	
.....	1.00
affidavits	
.....	1.00
notary bond and oath	

.....	2.00
notary commission	
.....	2.00
filing chattel mortgages or conditional sale contracts with or without	
assignments	
.....	
.50	
filing separate assignment of chattel mortgage	
conditional sale	
contract	
.....	
.25	
for release of each filed chattel mortgage conditional sale contract	
.....	
..... .25	
official bonds	
.....	2.50
notice of mining location or proof of labor	
.....	1.25
abstractor's bond	
.....	2.25
abstractor's continuation certificate	
.....	1.25
mechanic's lien	
.....	1.75
issuing transcript of judgment	
.....	.75
recording transcript of judgment	
.....	1.25
tax sale certificate or an assignment of the certificate	
.....	1.25
redemption of tax sale certificate	
.....	1.25
patents	
.....	1.75

B. For each instrument recorded, the recording fee for which is not fixed in Subsection A of this section, and when the instrument is not photocopied, the recording fee shall be one dollar seventy-five cents (\$1.75) for the first seven hundred words or less and twenty-five cents (\$.25) for each additional hundred words or fraction thereof.

**History:** Laws 1939, ch. 179, § 2; 1941 Comp., § 13-110; Laws 1941, ch. 22, § 1; 1953 Comp., § 71-1-10; Laws 1953, ch. 51, § 1; 1955, ch. 213, § 1; 1957, ch. 95, § 1; 1959,

ch. 253, § 2; 1977, ch. 179, § 5; 1979, ch. 185, § 1; 1980, ch. 48, § 1; 1985, ch. 122, § 1.

## ANNOTATIONS

**Cross references.** - For payment of fees before filing or recording, see 14-8-15 NMSA 1978.

**Strictly construed.** - It is generally recognized that statutes authorizing clerks to collect fees for their services are strictly construed. 1961-62 Op. Att'y Gen. No. 62-33.

**County clerk is not under any legal duty to conduct searches at request of private persons of records** filed in such office pursuant to the Uniform Commercial Code, Chapter 55 NMSA 1978, and no statutory fee is provided for such service. 1961-62 Op. Att'y Gen. No. 62-20.

This section and 14-8-13 NMSA 1978 relate to specifically enumerated fees which county clerks are legally entitled to charge, but such statutes do not provide for conducting searches of county records upon request of an individual for possible liens or encumbrances under the name of any debtor. 1961-62 Op. Att'y Gen. No. 62-20.

**Fee for recording articles of incorporation determined by section.** - Section 76-12-8 NMSA 1978 and this section are not in conflict. Section 76-12-8 NMSA 1978 demands that the articles of incorporation be recorded and filed. That section then sets a filing fee, but it is silent upon the fees to be charged for the recording of the articles of incorporation by the county clerk. To determine the correct recording fees one must turn to this section. 1966 Op. Att'y Gen. No. 66-132.

**Filing or recording bill of sale not required.** - There is no statute which requires the filing or recording of a bill of sale, although such an instrument is entitled to be recorded if in proper form. *Garrison Gen. Tire Serv., Inc. v. Montgomery*, 75 N.M. 321, 404 P.2d 143 (1965).

**Releases of tax warrants issued by unemployment compensation commission** under 51-1-36 NMSA 1978 are not subject to filing fee when filed by the commission. 1941-42 Op. Att'y Gen. No. 3715.

**Short forms adopted by legislature** are nonstandard forms until such time as they have been adopted by the state comptroller (now state auditor) and approved by the attorney general. 1947-48 Op. Att'y Gen. No. 5030.

**Where federal form is not same as standard form** of oil and gas lease, the charge for the nonstandard form is applicable thereto, plus a charge for each 100 words in excess of the standard form. 1947-48 Op. Att'y Gen. No. 4989.

**Where county clerk must do more than fill in blanks** in his printed recording book, the deed is not in standard form and the charge for recording nonstandard forms becomes applicable. 1941-42 Op. Att'y Gen. No. 4195.

**Multiple releases.** - The \$1.00 fee for recording the release of a recorded mortgage will not take care of releasing several mortgages even though all the releases are effected by the same mortgagee by means of one release. 1943-44 Op. Att'y Gen. No. 4434.

It was not the intent of the legislature to require a county clerk to record several releases of oil and gas leases for a single fee merely because they are all placed on one form, but the clerk may charge a fee for each lease released. 1953-54 Op. Att'y Gen. No. 5808.

**Recording of assignment of mortgage is necessary to protect assignee** whose rights in the mortgage would otherwise be void against a subsequent purchaser. 1980 Op. Att'y Gen. No. 80-12.

**Recording of assignment of oil or gas lease is necessary** under New Mexico law in order to be effective against subsequent assignees or purchasers. 1980 Op. Att'y Gen. No. 80-12.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 66 Am. Jur. 2d Records and Recording Laws §§ 47, 80.

76 C.J.S. Records § 19 et seq.

### **14-8-12.1. Temporary provision; validation.**

Any instrument received for recording after June 16, 1977 and before the effective date of this act and which would have been validly filed but for the provisions of Laws 1979, Chapter 185, Section 1, Subsection D or Laws 1977, Chapter 179, Section 5, Subsection D shall be conclusively presumed to have been validly filed on the date received for recording.

**History:** Laws 1980, ch. 48, § 2.

## **ANNOTATIONS**

**Cross references.** - For effect of filing for record, see 14-9-4 NMSA 1978.

**"Effective date of this act".** - The phrase "effective date of the act" means February 28, 1980, Chapter 48.

Laws 1979, ch. 185, § 1, Subsection D, and Laws 1977, ch. 179, § 5, Subsection D, both referred to in this section, both amended 14-8-12D NMSA 1978, which was deleted by Laws 1985, ch. 122, § 1.

## **14-8-12.2. Recording fees; when instrument is photocopied.**

A. For each instrument recorded that is photocopied, the county clerk shall charge a recording fee of five dollars (\$5.00) for the first page and two dollars (\$2.00) for each additional page or portion thereof of the same instrument.

B. For each instrument recorded that is photocopied, the county clerk may charge, in addition to any other fees authorized by law, including the fee provided in Subsection A of this section, an equipment recording fee. The equipment recording fee shall not exceed four dollars (\$4.00) for each instrument recorded.

C. Amounts collected from the equipment recording fee shall be deposited into a county clerk recording and filing fund, which shall be established by the county. Money in the county clerk recording and filing fund shall be expended only to rent, purchase, lease or lease-purchase equipment associated with recording, filing, maintaining or reproducing documents in the county clerk's office and for staff training on office procedures and equipment.

D. The equipment recording fee and expenditures from the county clerk recording and filing fund shall be determined annually by the county clerk and approved by the board of county commissioners.

**History:** 1978 Comp., § 14-8-12.2, enacted by Laws 1985, ch. 122, § 2; 1987, ch. 288, § 1; 1994, ch. 28, § 1; 1995, ch. 26, § 1; 2002, ch. 97, § 1.

### **ANNOTATIONS**

**The 1987 amendment**, effective June 19, 1987, increased the fees from three dollars and one dollar to five dollars and two dollars respectively, and added "of the same instrument" at the end of the section.

**The 1994 amendment**, effective May 18, 1994, designated the previously undesignated language as Subsection A, added Subsections B to D and made minor stylistic changes.

**The 1995 amendment**, effective June 16, 1995, in the second sentence of Subsection C, inserted "rent" and "lease or lease-purchase" and added the language beginning "and for staff" at the end of the sentence.

**The 2002 amendment**, effective May 15, 2002, in the last sentence of Subsection B, raised the maximum equipment recording fee and deleted an exception for class A counties.

## **14-8-12.3. Recording fee; assignments or releases of interest in property.**

If an assignment or release assigns or releases an interest in property by reference to:

A. more than one deed, mortgage, lease or other instrument which created the interest;  
or

B. an instrument which describes more than one deed, mortgage, lease or other instrument as creating the interests in property;

there shall be an additional recording fee of five dollars (\$5.00) for each such reference.

**History:** 1978 Comp., § 14-8-12.3, enacted by Laws 1985, ch. 122, § 3; 1987, ch. 288, § 2.

### ANNOTATIONS

**The 1987 amendment**, effective June 19, 1987, increased the fee from three dollars to five dollars.

**"Assignment"**. - An assignment may be properly defined as an intentional transfer of certain defined property interests from one party to another. 1979 Op. Att'y Gen. No. 79-39.

**Fee payable for each recording.** - Where a release of a mortgage must be recorded more than once because it refers to more than one parcel, the \$3.00 fee must be paid for each time it is recorded. 1980 Op. Att'y Gen. No. 80-12.

#### **14-8-12.4. Recording fee; more than two acknowledgments; more than two hundred words; when number of words is in excess of standard form.**

For each instrument recorded having more than two acknowledgments, an additional fee of fifty cents (\$.50) shall be charged by the county clerk for each additional acknowledgment; and for each instrument containing more than two hundred words in the description of the property contained in the instrument, an additional charge shall be made of twenty-five cents (\$.25) for each additional one hundred words. This additional charge shall not be made in cases when the instrument is photocopied or when the recordation of the instrument is determined by the number of words contained in the instrument and not by a flat fee fixed in this article. In all cases where standard forms are prescribed and where nonstandard forms of instruments for which a flat fee is fixed are recorded, a charge of twenty-five cents (\$.25) shall be made for each additional one hundred words or portion thereof in excess of the length of the standard form prescribed, except when the instrument is photocopied.

**History:** 1978 Comp., § 14-8-12.4, enacted by Laws 1985, ch. 122, § 4.

### **14-8-13. [Fees; copying records; issuing licenses; acknowledgments.]**

The county clerk shall be allowed the following fees: for recording letters testamentary or of administration, one dollar [(\$1.00)]; for filing the bond of the executor or administrator, fifty cents [(\$0.50)]; for order appointing guardian or curator, twelve and one-half cents [(\$1.25)]; for filing and preserving bond of guardian or curator, fifty cents [(\$0.50)]; for every order of publication, twenty-five cents [(\$0.25)]; for every order relating to executors, administrators or guardians, not otherwise provided for, twelve and one-half cents [(\$1.25)]; for copying any order, record or paper, for every one hundred words, ten cents [(\$0.10)]; for entering any judgment and verdict, twelve and one-half cents [(\$1.25)]; for proof of every will and codicil taken by the probate judge, twenty-five cents [(\$0.25)]; for every certificate and seal, twenty-five cents [(\$0.25)]; for issuing every subpoena, twenty-five cents [(\$0.25)]; for administering every oath, three cents [(\$0.03)]; for keeping abstracts of demands, for each defendant, three cents [(\$0.03)]; for certifying the amount, date and classes of any demand, without seal, five cents [(\$0.05)]; for entering every motion or rule, five cents [(\$0.05)]; for swearing and entering a jury, twenty-five cents [(\$0.25)]; for entering every trial, five cents [(\$0.05)]; for a commission to take depositions, twenty-five cents [(\$0.25)]; for every execution, fifty cents [(\$0.50)]; for every continuance of a cause, five cents [(\$0.05)]; for entering an appeal, twelve and one-half cents [(\$1.25)]; for every writ to summon a jury, twelve and one-half cents [(\$1.25)]; for every order to distribute effects among heirs, etc., twelve and one-half cents [(\$1.25)]; for every settlement of executor, administrator or guardian, whether annual or final, twenty-five cents [(\$0.25)]; for every order appointing road overseers, twenty-five cents [(\$0.25)]; for filing and preserving constable's bond, to be paid for by the constable, twenty-five cents [(\$0.25)]; for all services in filing, taking and safekeeping the collectors' bonds for territorial taxes, to be paid by the territory, one dollar [(\$1.00)]; for like services for collectors' bonds for county taxes, to be paid by the territory and county, each for its own, for every one hundred words, ten cents [(\$0.10)]; for issuing any license, to be paid for by the applicant, fifty cents [(\$0.50)]; for taking, filing and safekeeping of every other bond not otherwise provided for, fifty cents [(\$0.50)]; for issuing each writ, and receiving, filing and docketing the return, fifty cents [(\$0.50)]; for taking every acknowledgment to a deed or writing, twenty-five cents [(\$0.25)].

**History:** Kearny Code, Fees, § 2; C.L. 1865, ch. 46, § 2; C.L. 1884, § 1251; C.L. 1897, § 1768; Code 1915, § 1240; C.S. 1929, § 33-4306; 1941 Comp., § 13-111; 1953 Comp., § 71-1-11.

#### **ANNOTATIONS**

**Cross references.** - For payment of fees before filing or recording, see 14-8-15 NMSA 1978.

**Bracketed material.** - The bracketed material in this section was inserted by the compiler. It was not enacted by the legislature and is not a part of the law.



**Compiler's notes.** - Many of the provisions in this section appear to be superseded by other statutes. See 14-8-12 and 34-7-14 to 34-7-16 NMSA 1978.

The provision applicable to certificate and seal conflicts with 14-8-10 NMSA 1978. Both sections were reenacted in the 1865 Code and became effective the same day. See note below from 1967 Op. Att'y Gen. No. 67-53.

Prior to statehood, this section referred to the probate clerk who was also ex-officio recorder. See compiler's note to 14-8-1 NMSA 1978.

**Section held determinative of proper charges.** - Where probate clerk died in 1906 while in process of making transcripts of property records of old county for use of new county, the compensation to which his estate was entitled was fixed by this section, and not by the subsequently enacted Laws 1907, ch. 28 (4-33-16 NMSA 1978), which imposed additional duties to be done which were not done by the decedent. *Summers v. Board of County Comm'rs*, 15 N.M. 376, 110 P. 509 (1910).

**Not controlling as to fee for certificate and seal.** - Section 14-8-10 NMSA 1978 is controlling over this section, and the fee which it sets out for each certificate and seal to documents recorded is the proper fee to be charged by county clerks. 1967 Op. Att'y Gen. No. 67-53.

**County clerk is not under any legal duty to conduct searches at request of private persons of records** filed in such office pursuant to the Uniform Commercial Code, Chapter 55 NMSA 1978, and no statutory fee is provided for such service. 1961-62 Op. Att'y Gen. No. 62-20.

Section 14-8-12 NMSA 1978 and this section relate to specifically enumerated fees which county clerks are legally entitled to charge, but such statutes do not provide for conducting searches of county records upon request of an individual for possible liens or encumbrances under the name of any debtor. 1961-62 Op. Att'y Gen. No. 62-20.

**No charge for comparing registration lists.** - No county clerk has any right to charge for comparing registration lists during his office hours. 1935-36 Op. Att'y Gen. 35.

#### **14-8-14. [Searching records; fees.]**

County clerks shall be entitled to receive as fees for searching their records and certifying the result, five cents [ (\$.05) ] for each year for each name searched against for deeds, and the same for mortgages, and twenty-five cents [ (\$.25) ] for a search for judgments or for mechanic's lien.

**History:** Laws 1886-1887, ch. 10, § 6; C.L. 1897, § 3958; Code 1915, § 4785; C.S. 1929, § 118-107; 1941 Comp., § 13-112; 1953 Comp., § 71-1-12.

#### **ANNOTATIONS**

**Cross references.** - For delivery of certified copies by county clerk, see 4-40-5 NMSA 1978.

**Bracketed material.** - The bracketed material in this section was inserted by the compiler. It was not enacted by the legislature and is not a part of the law.

**Compiler's notes.** - The 1915 Code compilers substituted the words "county clerks" for the words "probate clerks." See compiler's note to 14-8-1 NMSA 1978.

**Certificates of nonencumbrance as to state lands.** - For each certificate of nonencumbrance, required by commissioner of public lands, as to state lands, the county clerk was entitled to a fee of 25 cents, and five cents for each year for which search was made. 1915-16 Op. Att'y Gen. 49.

### **14-8-15. [Payment of fees.]**

No county clerk of any county shall receive any instrument of writing for filing or record unless his legal fees for such filing and recording shall have first been paid.

**History:** Laws 1901, ch. 62, § 19; 1909, ch. 49, § 1; Code 1915, § 4797; C.S. 1929, § 118-121; 1941 Comp., § 13-113; 1953 Comp., § 71-1-13.

### **ANNOTATIONS**

**Cross references.** - For deduction from salary for failure to collect fees to be paid in advance, see 4-44-29 NMSA 1978.

**Compiler's notes.** - As originally enacted, this section read: "No clerk shall be compelled to receive any instrument of writing for filing or record until his legal fees for such filing and record have first been paid." Under the 1909 amendment, the first words of the section were "No probate clerk and ex-officio recorder of any county," but these were changed by the compilers of the 1915 Code. See compiler's note to 14-8-1 NMSA 1978.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 66 Am. Jur. 2d Records and Recording Laws § 80.

76 C.J.S. Records § 19 et seq.

### **14-8-16. Filings of legal descriptions and plats of real property authorized; recording; fees.**

A. Any person owning real property that is subject to property taxation under the Property Tax Code [Chapter 7, Articles 35 to 38 NMSA 1978] may file for record in the office of the county clerk of the county where the real property is located a legal

description or a plat of the real property. To be eligible for recording, the legal description or plat shall be certified by a professional surveyor licensed in the state.

B. The United States, the state or its political subdivisions and any agency, department or instrumentality of the United States, the state or its political subdivisions may file for record in the office of the county clerk of the county where the real property is located a legal description or a plat of real property. To be eligible for recording, the legal description or plat shall be certified by a professional surveyor licensed in the state and shall show the governmental agency, department or political subdivision under whose supervision and direction the description or plat was prepared.

C. The county clerk shall number descriptions filed under this section consecutively and shall number plats filed under this section consecutively. Immediately upon receiving a description or plat for filing, the county clerk shall note on the instrument the filing number and the time of filing and shall make proper entries in his reception book and in his index to general real estate records.

D. The county clerk shall record descriptions and plats filed under this section in the same manner as other similar instruments affecting real property are recorded. The county clerk shall charge a fee of two dollars fifty cents (\$2.50) for filing and recording each description or plat. If the county clerk uses a post binder with transparent protective pages for the protection of the plats, he shall charge a fee of five dollars (\$5.00) for filing and recording each unit of a plat that is eighteen inches by twenty-four inches or part thereof.

E. For filing legal descriptions or plats of real property, the county clerk may charge, in addition to any other fees authorized by law, including the fee provided for in Subsection D of this section, an equipment recording fee. The equipment recording fee shall not exceed four dollars (\$4.00) for each instrument or plat recorded.

F. Amounts collected from the equipment recording fee shall be deposited into a county clerk recording and filing fund, which shall be established by the county. Money in the county clerk recording and filing fund shall be expended only to rent, purchase, lease or lease-purchase equipment associated with recording, filing, maintaining or reproducing documents in the county clerk's office and for staff training on office procedures and equipment.

G. The equipment recording fee and expenditures from the county clerk recording and filing fund shall be determined annually by the county clerk and approved by the board of county commissioners.

H. All plats to be recorded pursuant to the provisions of this section shall be filed in duplicate with the county clerk. One copy shall be recorded by the county clerk, and one copy shall be delivered by the county clerk to the county assessor.

**History:** 1953 Comp., § 71-1-14, enacted by Laws 1973, ch. 258, § 150; 1989, ch. 106, § 1; 1994, ch. 28, § 2; 1995, ch. 26, § 2; 2002, ch. 97, § 2.

## ANNOTATIONS

**The 1989 amendment,** effective June 16, 1989, substituted "certified by a professional surveyor licensed in the state" for "certified as being correct by a professional engineer or land surveyor licensed in the state and the certification must be properly acknowledged" in the second sentence of Subsections A and B.

**The 1994 amendment,** effective May 18, 1994, substituted "shall" for "must" throughout the second sentences in Subsections A and B, inserted Subsections E to G, and redesignated former Subsection E as Subsection H.

**The 1995 amendment,** effective June 16, 1995, in the second sentence of Subsection F, inserted "rent" and "lease or lease-purchase" and added the language beginning "and for staff" at the end of the sentence.

**The 2002 amendment,** effective May 15, 2002, in the last sentence of Subsection E, raised the maximum equipment recording fee and deleted an exception for class A counties.

## ARTICLE 9 RECORDS AFFECTING REAL PROPERTY

### 14-9-1. Instruments affecting real estate; recording.

All deeds, mortgages, leases of an initial term plus option terms in excess of five years, or memoranda of the material terms of such leases, assignments or amendments to such leases, leasehold mortgages, United States patents and other writings affecting the title to real estate shall be recorded in the office of the county clerk of the county or counties in which the real estate affected thereby is situated. Leases of any term or memoranda of the material terms thereof, assignments or amendments thereto may be recorded in the manner provided in this section. As used in this section, "memoranda of the material terms of a lease" means a memorandum containing the names and mailing addresses of all lessors, lessees or assignees; if known, a description of the real property subject to the lease; and the terms of the lease, including the initial term and the term or terms of all renewal options, if any.

**History:** Laws 1886-1887, ch. 10, § 1; C.L. 1897, § 3953; Code 1915, § 4786; C.S. 1929, § 118-108; 1941 Comp., § 13-201; 1953 Comp., § 71-2-1; Laws 1991, ch. 234, § 1.

## ANNOTATIONS

**Cross references.** - For filing municipal assessment liens, see 3-36-1 NMSA 1978.

For notice of possession of public land of United States, see 19-3-1 NMSA 1978.

For townsite patents, see 19-4-1 to 19-4-3 NMSA 1978.

For recording assignment of mortgages, see 48-7-2 NMSA 1978.

For record of survey requirements, see 61-23-28.2 NMSA 1978.

For filing and recording of changes of ownership in water rights, see 72-1-2.1.

**The 1991 amendment**, effective April 4, 1991, added the catchline; inserted "leases of an initial term plus option terms in excess of five years, or memoranda of the material terms of such leases, assignments or amendments to such leases, leasehold mortgages" in the first sentence; and added the second sentence.

**Validating clauses.** - Laws 1991, ch. 234, § 4 defines "leasehold" to mean an estate in real estate or real property held under a lease and validates as correct and legally effective filings or recordings to give constructive notice any actions taken prior to April 4, 1991 to file or record leases, memoranda, assignments or amendments thereto, leasehold mortgages or other writings affecting leaseholds or any interests in leaseholds in accordance with legal requirements for the filing or recording of writings affecting the title to real estate or real property.

**Purpose.** - Sections 14-9-1 and 14-9-3 NMSA 1978 are not intended to protect creditors of the owners of property, but to impart information to those dealing with the property respecting its transfer and encumbrances. *First Nat'l Bank v. Haverkamp*, 16 N.M. 497, 121 P. 31 (1911), *aff'd*, 235 U.S. 689, 35 S. Ct. 204, 59 L. Ed. 426 (1914); *Ilfeld v. de Baca*, 13 N.M. 32, 79 P. 723 (1905), *rev'd*, 14 N.M. 65, 89 P. 244 (1907) (decided prior to 1923 amendment of 14-9-3 NMSA 1978).

**Function of recording statutes.** - In loans of money secured by property, recording statutes provide for notice to other potential lenders and indicate the upper limits of financing. *New Mexico Bank & Trust Co. v. Lucas Bros.* 92 N.M. 2, 582 P.2d 379 (1978).

Because potential lenders rely upon recorded mortgages to determine whether to make other loans, there must be certainty as to the extent to which a mortgage encumbers property. *New Mexico Bank & Trust Co. v. Lucas Bros.* 92 N.M. 2, 582 P.2d 379 (1978) (decided on facts which occurred prior to passage of 48-7-9 NMSA 1978).

**No time requirement for recording instruments.** - There is no requirement that an instrument be recorded within a particular period of time; the order in which deeds appear on the record is not important in a notice jurisdiction. *Angle v. Slayton*, 102 N.M. 521, 697 P.2d 940 (1985).

**Provisions applicable to Mexican land grants.** - This article applies to Mexican land grants. *Yeast v. Pru*, 292 F. 598 (D.N.M. 1923).

**Provisions applicable to mortgages.** - Mortgages affecting real estate are governed by this section. *Shafer v. McCulloh*, 38 N.M. 179, 29 P.2d 486 (1934).

**Provisions not applicable to assignments of mortgages.** - Sections 14-9-1 to 14-9-3 NMSA 1978 do not require the recordation of an assignment of a mortgage securing the payment of a negotiable promissory note, to protect the holder from payments made by the mortgagor, or subsequent purchaser, to the original mortgagee. *Hayden v. Speakman*, 20 N.M. 513, 150 P. 292 (1914).

The assignment of an unrecorded land contract, which assignment was neither acknowledged nor proven in any form to entitle it to be recorded, is not such an instrument as this section requires to be placed of record. *Early Times Distillery Co. v. Zeiger*, 11 N.M. 221, 67 P. 734 (1902); but see *McBee v. O'Connell*, 16 N.M. 469, 120 P. 734 (1911).

**Executory contracts entitled to record.** - An executory contract of sale of real estate, when duly executed and acknowledged, is a writing entitled to record. *McBee v. O'Connell*, 16 N.M. 469, 120 P. 734 (1911).

**Applicability to revocable trusts.** - The protection afforded by the New Mexico recording acts is inapplicable to a revocable trust that does not affect the title to the original property. *Withers v. Board of County Comm'rs*, 96 N.M. 71, 628 P.2d 316 (Ct. App. 1981).

**Seller under real estate contract holds perfected interest in property** by virtue of recording his interest pursuant to this article. *Connelly v. Wertz*, 115 N.M. 803, 858 P.2d 1282 (Ct. App.), overruled on other grounds, *Southwest Land Inv., Inc. v. Hubbard*, 116 N.M. 742, 867 P.2d 412 (1993).

**Ordinary care exercised by purchaser.** - Purchaser exercised the ordinary care expected of a purchaser of a federal oil and gas lease where careful investigation of the records showed record title in the offeror, the price was low, but not unreasonably so in view of the short remaining lease term and the highly speculative nature of the investment, and purchaser was a bona fide purchaser, without actual or implied knowledge of any facts which would have put him on notice of an unrecorded conveyance. *O'Kane v. Walker*, 561 F.2d 207 (10th Cir. 1977) See also catchline, "Test whether one had implied knowledge," in notes to 14-9-3 NMSA 1978.

**Verbal consent to assignment.** - A party's verbal consent to an assignment of an interest in a real estate contract is not a substitute for perfection of that interest by recording. *Mazer v. Jones*, 184 Bankr. 377 (Bankr. D.N.M. 1995).

**Law reviews.** - For article, "Survey of New Mexico Law, 1979-80: Property," see 11 N.M. L. Rev. 203 (1981).

For annual survey of New Mexico Law of Property, see 20 N.M.L. Rev. 373 (1990).

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 66 Am. Jur. 2d Records and Recording Laws §§ 1, 54 to 68, 73.

Covenant or easement affecting another parcel owned by grantor, record of deed or contract for conveyance of one parcel with, as constructive notice to subsequent purchaser or encumbrance of second parcel, 16 A.L.R. 1013.

Rights as between purchaser of timber under recorded instrument and subsequent vendee of land, 18 A.L.R. 1162.

Effect of failure to record executory contracts for sale of real estate, 26 A.L.R. 1552.

Grantee or mortgagee by quitclaim deed or mortgage in quitclaim form as within protection of recording laws, 59 A.L.R. 632.

Effect of actual notice of unrecorded instrument to purchaser from one without notice, 63 A.L.R. 1367.

Recovery of tax or assessment paid to procure recording of deed, 64 A.L.R. 117, 84 A.L.R. 294.

Right of one claiming through heir, devisee, or personal representative to protection against unrecorded conveyance or mortgagor by ancestor or testator, 65 A.L.R. 360.

Necessity of recording tax deed to protect title as against interest derived from former owner, 65 A.L.R. 1015.

Alteration in deed or mortgage with consent of parties thereto after acknowledgment or attestation as affecting notice from record thereof, 67 A.L.R. 366.

Right to compensation for improvements as affected by constructive notice by record of true title or interest, 68 A.L.R. 288, 82 A.L.R. 921.

Subrogation to prior lien of one who advances money to discharge it and takes new mortgage as affected by recording of intervening lien, 70 A.L.R. 1407.

Assignment of future rents as within recording laws, 75 A.L.R. 270.

Necessity of recording extension of mortgage or deed of trust by subsequent agreement to cover additional indebtedness, 76 A.L.R. 589.

Registration as notice to creditor of fraudulent conveyance, which will start running of limitation, 76 A.L.R. 869, 100 A.L.R.2d 1094.

Bankruptcy as invalidating, as against all creditors, instrument executed by bankrupt which under state law is valid as to creditors becoming such after record but invalid as to creditors prior to record, 76 A.L.R. 1200.

Title lost by failure to record as cloud on title, 78 A.L.R. 116.

Rights of vendee under executory land contract not recorded as against subsequent deed or mortgage by vendor, 87 A.L.R. 1515.

Right of seller of fixtures retaining title thereto, or a lien thereon, as against prior mortgagee of realty as affected by record of the mortgage, 88 A.L.R. 1335, 111 A.L.R. 362, 141 A.L.R. 1283.

Recording laws as applied to assignment of mortgages on real estate, 89 A.L.R. 171, 104 A.L.R. 1301.

Right of executor or administrator of insolvent estate to take advantage of failure to record or file or refile conveyance or mortgage executed by his decedent, 91 A.L.R. 299.

Who may take advantage of failure to renew real estate mortgage as provided by statute, 97 A.L.R. 739.

Nonpayment of all or part of consideration at time of receiving notice, actual or constructive, of a prior instrument, as affecting right of one otherwise protected by recording law against prior unrecorded deed or mortgage, 109 A.L.R. 163.

Validity of statute requiring recordation of tax certificate within designated time, 111 A.L.R. 258.

Recording of life tenant's deed purporting to convey fee as rendering vendee's possession adverse to remainderman during life estate, 112 A.L.R. 1047.

Power of attorney under which deed or mortgage is executed, as instrument entitled to record, 114 A.L.R. 660.

Fraudulent misrepresentation or concealment, public records as constructive notice of, so as to start running of statute of limitations against action for fraud, 152 A.L.R. 461.

Restrictions in lessor's record title as to use of premises as affecting rights between lessee and lessor, 165 A.L.R. 1178.



Purchase-money mortgage as within provision of statute defeating or postponing lien of unrecorded or unfiled mortgage, 168 A.L.R. 1164.

Statutes precluding enforcement of mortgage unless holder complies with conditions respecting recording of amount remaining unpaid, 174 A.L.R. 652.

Record of instrument which comprises or includes an interest or right that is not a proper subject of record, 3 A.L.R.2d 577.

Omission from deed of restrictive covenant imposed by general plan of subdivision, 4 A.L.R.2d 1364.

Agreement between real estate owners restricting use of property as within contemplation of recording laws, 4 A.L.R.2d 1419.

Validity and construction of regulations as to subdivision maps or plats, 11 A.L.R.2d 524.

Relative rights to real property as between purchasers from or through decedent's heirs and devisees under will subsequently sought to be established, 22 A.L.R.2d 1107.

Personal covenant in recorded deed as enforceable against grantee's lessee or successor, 23 A.L.R.2d 520.

Effect of recording instrument on determination of its character as a will or deed, 31 A.L.R.2d 532.

Adverse possession by one claiming under or through deed by cotenant as affected by record of deed, 32 A.L.R.2d 1214.

Necessity that mortgage covering oil and gas lease be recorded as real estate mortgage, and/or filed or recorded as chattel mortgage, 34 A.L.R.2d 902.

What acts, claims, circumstances, instruments, color of title, judgment, or thing of record will ground adverse possession in a life tenant as against remaindermen or reversioners, 58 A.L.R.2d 299.

Record of instrument without sufficient acknowledgment as notice, 59 A.L.R.2d 1299.

Solid mineral royalty as real or personal property, 68 A.L.R.2d 728.

Priority as between mechanic's lien and purchase-money mortgage as affected by recording, 73 A.L.R.2d 1407.

Record of deed to cotenant as notice to other cotenants of adverse character of grantee's possession, 82 A.L.R.2d 5.

Trustee's duty to record mortgage securing bondholders, 90 A.L.R.2d 501.

Construction and effect of "marketable record title" statutes, 31 A.L.R.4th 11.

Oil and gas royalty as real or personal property, 56 A.L.R.4th 539.

26 C.J.S. Deeds § 73; 59 C.J.S. Mortgages § 201.

## **14-9-2. [Constructive notice of contents.]**

Such records shall be notice to all the world of the existence and contents of the instruments so recorded from the time of recording.

**History:** Laws 1886-1887, ch. 10, § 2; C.L. 1897, § 3954; Code 1915, § 4787; C.S. 1929, § 118-109; 1941 Comp., § 13-202; 1953 Comp., § 71-2-2.

### **ANNOTATIONS**

**Cross references.** - For recording assignment of royalties, see 70-1-1, 70-1-2 NMSA 1978.

**No time requirement for recording instruments.** - There is no requirement that an instrument be recorded within a particular period of time; the order in which deeds appear on the record is not important in a notice jurisdiction. *Angle v. Slayton*, 102 N.M. 521, 697 P.2d 940 (1985).

**"All the world" means those bound to search record.** - "All the world" has been limited to mean those persons who are bound to search the record, and it is to such persons only that the law imputes constructive notice; subsequent purchasers are charged with such notice. *Angle v. Slayton*, 102 N.M. 521, 697 P.2d 940 (1985).

**Construed in pari materia.** - This section must be considered with 14-9-3 NMSA 1978, with which it is in pari materia. *Romero v. Sanchez*, 83 N.M. 358, 492 P.2d 140 (1971).

**Necessity of notice.** - To bind a purchaser of a servient estate by a servitude charged thereon, he must have notice thereof, either actual or constructive, as in case of other encumbrances upon land. *Southern Union Gas Co. v. Cantrell*, 56 N.M. 184, 241 P.2d 1209 (1952).

**Service by publication against "unknown claimants of interest"** in quiet title action does not affect the title of a person whose deed to that property is on record in the deed records of the county in which the real estate in question is located. *Houchen v. Hubbell*, 80 N.M. 764, 461 P.2d 413 (1969).

**Scope of notice.** - Where information of a specific claim or right is given to a person or to the world by recordation of an instrument manifesting such claim or right, the

information contained therein is operative only in respect to the particular facts communicated thereby, and it will not serve to put the parties charged with such notice upon inquiry as to any other or different right. *Zumwalt v. Goodwin*, 133 F.2d 984 (10th Cir. 1943).

**Constructive notice to laborers.** - Claimants had constructive notice that title to the real estate upon which they allegedly performed labor had been previously conveyed to the grantee, where two deeds given to the grantee were both filed and recorded. *Garcia v. Garcia*, 105 N.M. 472, 734 P.2d 250 (Ct. App. 1987).

**Fraud.** - The recording of a deed must be accompanied by other circumstances sufficient to put a reasonable person upon inquiry in order for the recording to act as constructive notice of fraud. *Romero v. Sanchez*, 83 N.M. 358, 492 P.2d 140 (1971).

**Record of instrument is constructive notice to subsequent purchasers and encumbrancers only** and does not affect prior parties. *Romero v. Sanchez*, 83 N.M. 358, 492 P.2d 140 (1971).

**Person who files and records leases long after others sued to foreclose** vendor's lien for balance of the purchase price and filed *lis pendens* notice in same county clerk's office is deemed to have notice that his interest was attacked in the action, and his interest is inferior to the lien of the vendor. *Logan v. Emro Chem. Corp.* 48 N.M. 368, 151 P.2d 329 (1944).

**Date of recording tax sale certificate does not affect period of redemption.** *Hiltscher v. Jones*, 23 N.M. 674, 170 P. 884 (1917), appeal dismissed, 251 U.S. 545, 40 S. Ct. 218, 64 L. Ed. 407 (1920).

**Effect of recording agreement.** - Purchaser's written agreement to execute a second mortgage on property when buildings were constructed on the land, or within one year from date of sale, when filed for record, constituted constructive notice to all the world of its existence and contents. *Zumwalt v. Goodwin*, 133 F.2d 984 (10th Cir. 1943).

An agreement to give second mortgage which was recorded cannot be treated as notice of a vendor's lien. *Zumwalt v. Goodwin*, 133 F.2d 984 (10th Cir. 1943).

Vendor's recordation of agreement with buyer of vacant land that when buildings were erected or in one year after date of sale buyer was to give vendor a second mortgage on the property did not give constructive notice to a surety on the buyer's note of the vendor's intention to reserve a vendor's lien, and a mortgage executed to the surety to secure his signature to a renewal note had priority over the vendor's lien. *Zumwalt v. Goodwin*, 133 F.2d 984 (10th Cir. 1943).

**Recorded deed of trust was superior to the unrecorded interest of an investor** who admitted he had actual notice of the recorded interest, and the existing priorities

were not affected by the appointment of a receiver. *Kuntsman v. Guaranteed Equities, Inc.* 105 N.M. 49, 728 P.2d 459 (1986).

**Recording of short form memorandum of agreement** gave notice that defendant was claiming some right to real estate under this section. *Bingaman v. Cook*, 79 N.M. 627, 447 P.2d 507 (1968).

**Reference in contract to improvement agreement.** - An unrecorded improvement agreement, referred to in a recorded contract of sale, is in the chain of title. *Camino Real Enters., Inc. v. Ortega*, 107 N.M. 387, 758 P.2d 801 (1988).

**Recorded chattel mortgage of crops to be raised is constructive notice** of the existence and contents of the mortgage, even though the land is generally but not particularly described, where description could be aided by reasonable inquiry. *Security State Bank v. Clovis Mill & Elevator Co.* 41 N.M. 341, 68 P.2d 918 (1937).

**Who bound to search.** - Those who, by the terms of the recording laws, are charged with constructive notice of the record of an instrument affecting land are, therefore, those who are bound to search the records for that particular instrument. *Romero v. Sanchez*, 83 N.M. 358, 492 P.2d 140 (1971).

**Reliance on record.** - An investigator may rely upon the truth of recitals contained in the record when they are specific. *Smith & Ricker v. Hill Bros.* 17 N.M. 415, 134 P. 243 (1913).

**Innocent purchaser for value.** - Plaintiff was an innocent purchaser for value, under 14-9-1 to 14-9-3 NMSA 1978, of oil and gas lease interests since the records at the federal land office did not constitute constructive notice or prior assignment which plaintiff had no knowledge of, and the assignment was not recorded in the appropriate county clerk's office, as required by 70-1-1 and 70-1-2 NMSA 1978. *Bolack v. Underwood*, 340 F.2d 816 (10th Cir. 1965).

**Estoppel.** - Where defendant and her husband had entered into a property settlement agreement which provided that after-acquired property would belong exclusively to the acquiring party and such recorded agreement was later repudiated by defendant in a recorded affidavit, but later ratified and confirmed in another recorded affidavit, plaintiffs, who had purchased property from husband, were innocent purchasers for value and entitled to rely on the record, and defendant was estopped by her conduct from asserting the invalidity of the property settlement. *Allison v. Curtis*, 62 N.M. 387, 310 P.2d 1042 (1957).

**Jury question.** - If, considering all the surrounding facts and circumstances, a reasonably prudent person in the exercise of ordinary diligence would have made inquiry as to the state of the record, he is chargeable with knowledge that such inquiry would have revealed from the time that it ought to have been made. This raises a

factual issue for resolution by the trier of the facts. *Romero v. Sanchez*, 83 N.M. 358, 492 P.2d 140 (1971).

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 28 Am. Jur. 2d Estoppel and Waiver §§ 90, 96; 66 Am. Jur. 2d Records and Recording Laws §§ 88, 102 to 155; 77 Am. Jur. 2d Vendor and Purchaser §§ 663 to 669.

### **14-9-3. Unrecorded instruments; effect.**

No deed, mortgage or other instrument in writing not recorded in accordance with Section 14-9-1 NMSA 1978 shall affect the title or rights to, in any real estate, of any purchaser, mortgagee in good faith or judgment lien creditor, without knowledge of the existence of such unrecorded instruments. Possession alone based on an unrecorded executory real estate contract shall not be construed against any subsequent purchaser, mortgagee in good faith or judgment lien creditor either to impute knowledge of or to impose the duty to inquire about the possession or the provisions of the instruments.

**History:** Laws 1886-1887, ch. 10, § 3; C.L. 1897, § 3955; Code 1915, § 4788; Laws 1923, ch. 11, § 1; C.S. 1929, § 118-110; 1941 Comp., § 13-203; 1953 Comp., § 71-2-3; Laws 1990, ch. 72, § 1.

### **ANNOTATIONS**

**The 1990 amendment**, effective May 16, 1990, substituted "Section 14-9-1 NMSA 1978" for "Section 4786" in the first sentence and added the second sentence.

**Purpose.** - Sections 14-9-1 and 14-9-3 NMSA 1978 are not intended to protect creditors of the owners of property, but to impart information to those dealing with the property respecting its transfer and encumbrances. *First Nat'l Bank v. Haverkamp*, 16 N.M. 497, 121 P. 31 (1911), *aff'd*, 235 U.S. 689, 35 S. Ct. 204, 59 L. Ed. 426 (1914); *Ilfeld v. de Baca*, 13 N.M. 32, 79 P. 723 (1905), *rev'd*, 14 N.M. 65, 89 P. 244 (1907) (decided prior to 1923 amendment of 14-9-3 NMSA 1978).

Prior to the amendment of 1923, the recording laws were for the protection of purchasers and mortgagees only. *Wells v. Dice*, 33 N.M. 647, 275 P. 90 (1929).

An unrecorded conveyance protected only subsequent purchasers and mortgagees in good faith and without notice, but did not protect attachment creditors. *Chetham-Strode v. Blake*, 19 N.M. 335, 142 P. 1130 (1914).

The object of the recording statute is to prevent injustice by protecting those who, without knowledge of infirmities in the title, invest money in property or mortgage loans and those who have acquired judgment liens without such knowledge. *Arias v. Springer*, 42 N.M. 350, 78 P.2d 153 (1938) .

**Applicability.** - This section is applicable only in situations where two deeds purport to convey the same property. *Grammer v. New Mexico Credit Corp.* 62 N.M. 243, 308 P.2d 573 (1957).

Where land conveyed by unrecorded deed was within larger tract subsequently conveyed by grantor to another and was not specifically excepted from operation of later deed, both deeds purported to convey same land and this section was applicable, and later grantee did not have constructive notice of unrecorded deed. *Grammer v. New Mexico Credit Corp.* 62 N.M. 243, 308 P.2d 573 (1957).

In order to avail himself of the protection of this section, a party must be a purchaser, mortgagee in good faith, or a judgment lien creditor of the land in question. *Withers v. Board of County Comm'rs*, 96 N.M. 71, 628 P.2d 316 (Ct. App. 1981).

**This section applies to tax deeds.** *Cano v. Lovato*, 105 N.M. 522, 734 P.2d 762 (Ct. App. 1986).

**Inapplicability to tax liens.** - A tax lien is not within the class of written instruments governed by this section. *Cano v. Lovato*, 105 N.M. 522, 734 P.2d 762 (Ct. App. 1986).

**Construed in pari materia.** - Section 14-9-2 NMSA 1978 must be considered with this section with which it is in pari materia. *Romero v. Sanchez*, 83 N.M. 358, 492 P.2d 140 (1971).

**Applicability to revocable trusts.** - The protection afforded by the New Mexico recording acts is inapplicable to a revocable trust that does not affect the title to the original property. *Withers v. Board of County Comm'rs*, 96 N.M. 71, 628 P.2d 316 (Ct. App. 1981).

**Word "purchaser"** has two well defined meanings, the common and popular meaning being that he is one who obtains title to real estate in consideration of the payment of money or its equivalent, and the other being technical and including all persons who acquire real estate otherwise than by descent, which includes acquisition by devise, and the word is used in the recording statute in its popular sense. *Arias v. Springer*, 42 N.M. 350, 78 P.2d 153 (1938); *Withers v. Board of County Comm'rs*, 96 N.M. 71, 628 P.2d 316 (Ct. App. 1981).

Because persons who have not given consideration in exchange for the title to property cannot invoke the recording statute, summary judgment in an action involving defendant's claim of title to property pursuant to the recording statute was in error where plaintiff raised the factual issue of whether the defendant acquired the property by gift. *Valencia v. Lundgren*, 2000-NMCA-045, 129 N.M. 57, 1 P.3d 975.

Where grantor delivered deed to third party with instructions to retain the same in her possession until grantor died, and then to deliver it to grantee, and imposed no conditions, retained no right to recall the deed and exercised no control over it

thereafter, grantor's residuary legatee and devisee was not a purchaser within meaning of recording statute, and could not claim title as against the deed, though unrecorded. *Arias v. Springer*, 42 N.M. 350, 78 P.2d 153 (1938).

**"Knowledge"** does not necessarily mean "actual knowledge," but means knowledge of such circumstances as would ordinarily lead to a knowledge of the actual facts. In its broadest interpretation, it means constructive notice. Recitals in a quitclaim deed of existence of agreements, rights of redemption and mortgages charged the grantee with notice of an unrecorded warranty deed. *Taylor v. Hanchett Oil Co.* 37 N.M. 606, 27 P.2d 59 (1933).

**Test whether one had implied knowledge** is whether he exercised the ordinary care of a purchaser of a federal oil and gas lease. *O'Kane v. Walker*, 561 F.2d 207 (10th Cir. 1977).

Purchaser exercised the ordinary care expected of a purchaser of a federal oil and gas lease where careful investigation of the records showed record title in the offeror, the price was low, but not unreasonably so in view of the short remaining lease term and the highly speculative nature of the investment, and purchaser was a bona fide purchaser, without actual or implied knowledge of any facts which would have put him on notice of an unrecorded conveyance. *O'Kane v. Walker*, 561 F.2d 207 (10th Cir. 1977).

**Intermittent or occasional use of land is insufficient to operate as notice** to a purchaser. *Ortiz v. Jacquez*, 77 N.M. 155, 420 P.2d 305 (1966).

**Constructive notice.** - A lien on real estate resulting from a recorded transcript of judgment does not have priority over the interest of purchasers under an earlier executed but unrecorded contract, where the lienholder has constructive notice of the purchasers' interest through the purchasers' actual possession of the property. *Citizens Bank v. Hodges*, 107 N.M. 329, 757 P.2d 799 (Ct. App. 1988).

**Actual notice.** - Where a mortgagor entered into an executory contract to sell his land nearly six years prior to his execution of the mortgage, so that the only interest he still owned in such real estate involved a possibility of a reverter to him in the event of a default in payment of the real estate contract, the mortgagee's bank had actual notice of the facts and did not assign to the bank any interest in the unpaid balance of the real estate contract, the trial court properly concluded, as a matter of law, that the only lien the bank acquired was on the possible reversionary interest, and accordingly, since the mortgage did not "attach to" the real property, the trial court correctly concluded that the bank was not entitled to foreclose the mortgage. *First Nat'l Bank v. Luce*, 87 N.M. 94, 529 P.2d 760 (1974).

**Any conflict between 40-3-13 NMSA 1978 and this section** should be resolved in favor of this section which protects the rights of innocent purchasers for value without

notice of unrecorded instruments. *Jeffers v. Martinez*, 93 N.M. 508, 601 P.2d 1204 (1979).

**Reformation of deed not to affect rights of innocent purchaser.** - Because there was no evidence that a judgment lienholder had any notice of a claimed mistake in a deed until she attempted to execute her judgment, the court was correct in ruling that any reformation of the deed was not effective against her rights. *Ruybalid v. Segura*, 107 N.M. 660, 763 P.2d 369 (Ct. App. 1988).

**Equitable principles require that innocent purchaser should prevail** over one who negligently fails to record a deed upon which he seeks to rely. *Jeffers v. Martinez*, 93 N.M. 508, 601 P.2d 1204 (1979).

**Section does not require deeds to be acknowledged.** *Garcia v. Leal*, 30 N.M. 249, 231 P. 631 (1924).

Acknowledgment is not essential to validity of deed of conveyance as between its parties. *Kitchen v. Canavan*, 36 N.M. 273, 13 P.2d 877 (1932).

**Acknowledgment of assignment on back of executory contract** for sale of real estate, to which the assignment refers for particular description, is not an acknowledgment of the contract, and although the contract was copied into the record, that did not make it of record, nor constructive notice to a subsequent purchaser having no actual knowledge of it. *McBee v. O'Connell*, 16 N.M. 469, 120 P. 734 (1911).

**Verbal consent to assignment.** - A party's verbal consent to an assignment of an interest in a real estate contract is not a substitute for perfection of that interest by recording. *Mazer v. Jones*, 184 Bankr. 377 (Bankr. D.N.M. 1995).

**Priority of recorded judgment lien.** - Although it has been held that the 1923 amendment of this section did not affect the priority of an unrecorded mortgage over a recorded judgment lien, yet as between them taking effect simultaneously, since the law of 1923 took effect, the recorded judgment lien has priority. *Fulghum v. Madrid*, 33 N.M. 303, 265 P. 454 (1927).

Rights of a judgment lien creditor were held fixed by condition of affairs as they existed at time of inception of his lien. They were not affected by a subsequent conveyance which debtor could not have been coerced by courts to make. *Sylvanus v. Pruett*, 36 N.M. 112, 9 P.2d 142 (1932).

Judgment lien was held superior to alleged mortgage lien claimed under altered warranty deed by party whose name had been inserted as grantee therein. *Scheer v. Stolz*, 41 N.M. 585, 72 P.2d 606 (1937).



**Failure to record mortgage promptly** does not constitute a fraud in law as to subsequent creditors. *First Nat'l Bank v. Haverkamp*, 16 N.M. 497, 121 P. 31 (1911), *aff'd*, 235 U.S. 689, 35 S. Ct. 204, 59 L. Ed. 426 (1914).

**Unrecorded chattel mortgage.** - A chattel mortgage is good between the parties and against purchasers with notice although unrecorded. *Kitchen v. Schuster*, 14 N.M. 164, 89 P. 261 (1907).

**Effect of failure to record.** - A deed of land, though not recorded, is good between grantor and grantee, and divests the title of the former, so that it does not pass to a subsequent grantee, or mortgagee, who takes only the estate which belongs to the grantor at the time. *Ames v. Robert*, 17 N.M. 609, 131 P. 994 (1913).

In suit to quiet title, where plaintiff and defendant both derive their titles from the same grantor, and defendant purchased in good faith, for value and had no knowledge of the outstanding unrecorded deed of his grantor to plaintiff's grantor, defendant had the better title, notwithstanding the fact that he took a quitclaim deed. *Mabie-Lowrey Hdwe. Co. v. Ross*, 26 N.M. 51, 189 P. 42 (1920).

**Prescriptive title cannot be obtained** by adverse user based on a written, but unrecorded, grant. *Southern Union Gas Co. v. Cantrell*, 56 N.M. 184, 241 P.2d 1209 (1952).

Where gas company acquired easement for right-of-way by written instrument which was not recorded and the easement was not visible or open, a third-party purchaser, without knowledge of the easement, was not bound thereby, since gas company did not have prescriptive easement in the land. *Southern Union Gas Co. v. Cantrell*, 56 N.M. 184, 241 P.2d 1209 (1952).

**Oral agreement.** - If one is a bona fide purchaser for value without notice of another's claimed interest, then the oral agreement would be of no effect as to him even if it be treated as an enforceable agreement as between the other person and the vendor. *Ortiz v. Jacquez*, 77 N.M. 155, 420 P.2d 305 (1966).

**Requirement tax deeds to be recorded not applicable.** - Where a deed issued by state tax commission to an individual conveyed land which had previously been conveyed by the county treasurer to the state in pursuance of a tax sale to the state, the deed from the tax commission is not a tax deed and the requirement that tax deeds must be recorded within a year after their issuance is not applicable thereto. *Hargrove v. Lucas*, 56 N.M. 323, 243 P.2d 623 (1952).

**Law reviews.** - For article, "Attachment in New Mexico - Part II," see 2 *Nat. Resources J.* 75 (1962).

For 1986-88 survey of New Mexico law of real property, 19 *N.M.L. Rev.* 751 (1990).

For article, "Legislature Tampers With Recording Act," see 20 N.M.L. Rev. 235 (1990).

For annual survey of New Mexico Law of Property, see 20 N.M.L. Rev. 373 (1990).

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 66 Am. Jur. 2d Records and Recording Laws §§ 156 to 193.

Rights as between purchaser of timber and subsequent vendee of land, 18 A.L.R.2d 1150.

Relative rights to real property as between purchasers from or through decedent's heirs and devisees under will subsequently sought to be established, 22 A.L.R.2d 1107.

Relative rights in real property as between purchasers from or through decedent's heirs or devisees and unknown surviving spouse, 39 A.L.R.2d 1082.

#### **14-9-4. Filing for record; effect; reception book.**

The time of the recording of an instrument shall be the time of its deposit in the office of the county clerk and his entry thereof in the reception book as herein provided. It shall be the duty of every county clerk immediately on the receipt for record of any deed, mortgage or other writing affecting the title to real estate, to enter the same by the name of the grantor, mortgagor or other persons [person] whose title is affected thereby, in a proper book, arranged in alphabetical or numerical order, to be known as the reception book, together with the date, hour and minute of such record. Any county clerk failing to make such entry immediately, shall be punished by a fine of one hundred dollars [(\$100)], and shall also be liable for damages to any person injured by such neglect, to the extent of such injury.

**History:** Laws 1886-1887, ch. 10, § 4; C.L. 1897, § 3956; Laws 1899, ch. 22, § 1; 1913, ch. 84, § 1; Code 1915, § 4789; C.S. 1929, § 118-111; Laws 1939, ch. 179, § 3; 1941 Comp., § 13-204; 1953 Comp., § 71-2-4.

#### **ANNOTATIONS**

**Compiler's notes.** - The 1915 Code compilers substituted the words "county clerk" for the words "probate clerk."

#### **14-9-5. Repealed.**

#### **ANNOTATIONS**

**Repeals.** - Laws 1987, ch. 218, § 1 repeals 14-9-5 NMSA 1978, as enacted by Laws 1886-1887, ch. 10, § 5, relating to deed and mortgage records, effective June 19, 1987. For provisions of former section, see 1978 Original Pamphlet.

## **14-9-6. [Wills not affected.]**

None of the provisions of this chapter shall be so construed as to extend to last wills and testaments.

**History:** Laws 1851-1852, p. 376; C.L. 1865, ch. 44, § 23; C.L. 1884, § 2770; C.L. 1897, § 3967; Code 1915, § 4794; C.S. 1929, § 118-118; 1941 Comp., § 13-208; 1953 Comp., § 71-2-8.

### **ANNOTATIONS**

**Meaning of "this chapter".** - The words "this chapter" were substituted for the words "this act" by the 1915 Code compilers and refer to chapter 97 of the 1915 Code, including §§ 4779 to 4803 thereof, compiled herein as 14-8-1, 14-8-2, 14-8-4 to 14-8-6, 14-8-9, 14-8-10, 14-8-14, 14-8-15, 14-9-1 to 14-9-6, 14-9-8, and 14-10-1 to 14-10-5 NMSA 1978.

## **14-9-7. Conveyances to state and public corporations; recording; filing in lieu of recording; maximum fee.**

A. The state, the public boards and commissions thereof, municipalities, districts and subdivisions of the state, including conservancy and irrigation districts, shall be entitled to have instruments affecting real estate which have been made to them as grantees or vendees, including rights-of-way for roads, easements or other instruments affecting real estate, to be duly recorded in the offices of the county clerks and ex officio recorders of the various counties in which the real estate is situated.

B. The state, the public boards or commissions thereof, municipalities, districts or subdivisions of the state, including conservancy and irrigation districts, may file the original instruments affecting such real estate with the county clerk and ex officio recorder in the county where the property is situated, and such filings shall be properly indexed by the county clerk and ex officio recorder in the county, and such filings shall have the full legal effect of recording and be legal notice of the rights of the public entities or districts in and to said rights-of-way, easements or other interests conveyed or granted by the instruments affecting the real estate.

C. The county clerks and ex officio recorders shall be paid the statutory recording fee for each instrument recorded or filed and indexed under the terms of this section.

**History:** Laws 1931, ch. 137, § 1; 1941 Comp., § 13-209; 1953 Comp., § 71-2-9; Laws 1961, ch. 77, § 1; 1987, ch. 233, § 1.

### **ANNOTATIONS**

**The 1987 amendment**, effective June 19, 1987, in Subsection C, substituted "the statutory recording fee" for "one dollar or one-half the statutory recording fee whichever is greater" and made minor language changes throughout the section.

**Highway grants held properly filed.** - Grants to the state highway and transportation department were properly filed with the full legal effect of a recording, even though the county clerk did not enter in the index book page numbers for the filings or otherwise record the grants as the clerk does for real estate transactions where the recording party is someone other than the state. Lone Butte Corp. v. State, 112 N.M. 483, 816 P.2d 1105 (1991).

**Section requires county clerks to accept for filing easements for right-of-way** for state highway purposes. 1935-36 Op. Att'y Gen. 82.

**Warrants of employment security commission are not instruments made to commission as grantee or vendee.** They are instruments made by the commission as claimant of a lien. This section does not apply to warrants of the employment security commission. 1961-62 Op. Att'y Gen. No. 61-51.

#### **14-9-8. [Lost patent; recording certified copy; effect.]**

Any person or persons who have acquired and hold any real estate by purchase or otherwise, and have lost or are unable to procure the original patent issued by the United States for such real estate, and such patent never having been recorded in the office of the county clerk of the county wherein such real estate is situated, may procure a certified copy of such patent from the recorder of the general land office of the United States, and have the same recorded in the same manner as the original patent therefor might have been recorded. And the record of such certified copy of the patent issued for such lands shall have the same force and effect as if the original patent therefor had been recorded.

**History:** Laws 1909, ch. 18, § 1; Code 1915, § 4796; C.S. 1929, § 118-120; 1941 Comp., § 13-210; 1953 Comp., § 71-2-10.

#### **14-9-9. [Federal court judgment; county for filing; lien against realty.]**

A transcript of any money judgment obtained in the United States district court for the district of New Mexico, may be filed in the office of the county clerk of any county, wherein the judgment debtor or debtors have property, and when so filed and entered in the judgment lien record of said county shall be a lien against the real estate of such judgment debtor or debtors within said county from the date of such filing and entry in such judgment lien record.

**History:** Laws 1923, ch. 123, § 1; C.S. 1929, § 76-112; 1941 Comp., § 13-211; 1953 Comp., § 71-2-11.

## ANNOTATIONS

**Only transcript of judgment docket, not of judgment, to be filed.** - The legislature meant a transcript of the judgment docket should be filed in the office of the county clerk, to be recorded by him in the judgment docket record in his office. It did not intend that a transcript of the judgment rendered by the United States district court should be filed. *Scott v. United States*, 54 N.M. 34, 213 P.2d 216 (1949).

## ARTICLE 10 INDEX OF RECORDS

### 14-10-1. [Authority for index.]

That whenever, in the opinion of the board of county commissioners of any county in the state, it is necessary for the convenience of the public and the better preservation of titles to real property, to have a complete and accurate index made of all instruments of record affecting real property, they are hereby authorized to have such index made by the county clerk of said county.

**History:** Laws 1903, ch. 87, § 1; Code 1915, § 4798; C.S. 1929, § 118-122; 1941 Comp., § 13-301; 1953 Comp., § 71-3-1.

## ANNOTATIONS

**Private individual not authorized to make index.** - Under this section, county commissioners are not authorized to employ a private individual to make the index. *Fancher v. Board of Comm'rs*, 28 N.M. 179, 210 P. 237 (1921).

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 66 Am. Jur. 2d Records and Recording Laws §§ 89 to 96.

76 C.J.S. Records § 9 et seq.

### 14-10-2. [Index books; alphabetical and reverse order arrangement.]

For the purpose of the index mentioned in the preceding section [14-10-1 NMSA 1978] there shall be provided index books, and all instruments affecting title to real estate shall be indexed in their regular order alphabetically arranged, as well as in their reverse order in the same manner.

**History:** Laws 1903, ch. 87, § 2; Code 1915, § 4799; C.S. 1929, § 118-123; 1941 Comp., § 13-302; 1953 Comp., § 71-3-2.

## ANNOTATIONS

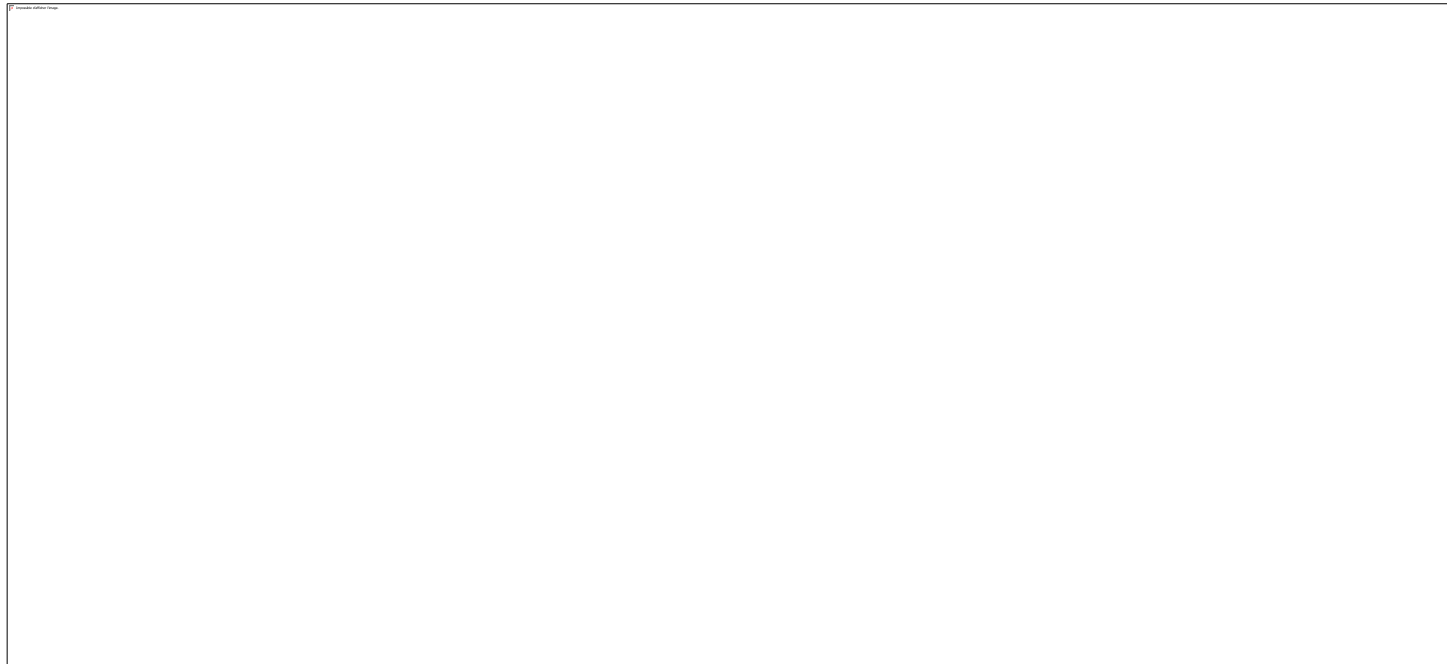
**Am. Jur. 2d, A.L.R. and C.J.S. references.** - Failure to properly index conveyance or mortgage of realty as affecting constructive notice, 63 A.L.R. 1057.

76 C.J.S. Records § 9 et seq.

### **14-10-3. [Form of index.]**

The said index shall be ruled and headed in the manner and form substantially as shown on the following form:

[DOUBLE CLICK TO VIEW FORM](#)



**History:** Laws 1903, ch. 87, § 3; Code 1915, § 4800; C.S. 1929, § 118-124; 1941 Comp., § 13-303; 1953 Comp., § 71-3-3.

### **14-10-4. [Description of lands.]**

All town property or lands shall be entered and described in the said index in the manner indicated, according to numbers, metes or bounds: but, provided, that where this is impossible from the nature of the description then the tract or tracts may be described by some appropriate title, or the owner's name.

**History:** Laws 1903, ch. 87, § 4; Code 1915, § 4801; C.S. 1929, § 118-125; 1941 Comp., § 13-304; 1953 Comp., § 71-3-4.

## **ANNOTATIONS**

**Cross references.** - For record of survey requirements, see Section 61-23-28.2 NMSA 1978.

### **14-10-5. [Standard form; use required.]**

The form of index provided in the two preceding sections [14-10-3, 14-10-4 NMSA 1978] shall be the standard form of index and shall be used throughout the state.

**History:** Laws 1903, ch. 87, § 5; Code 1915, § 4802; C.S. 1929, § 118-126; 1941 Comp., § 13-305; 1953 Comp., § 71-3-5.

## **ARTICLE 11 PUBLICATION OF NOTICE**

### **14-11-1. "Legal notices and advertisements" defined.**

Any notice or other written matter whatsoever required to be published in a newspaper by any law of this state, or by the order of any court of record of this state, shall be deemed and held to be a legal notice or advertisement within the meaning of this act [14-11-1 to 14-11-4, 14-11-7, 14-11-8 NMSA 1978].

**History:** Laws 1937, ch. 167, § 1; 1941 Comp., § 12-201; 1953 Comp., § 10-2-1.

### **ANNOTATIONS**

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 58 Am. Jur. 2d Notice § 23.

Validity of legislation relating to publication of legal notices, 26 A.L.R.2d 655.

66 C.J.S. Notice § 2.

### **14-11-2. Requirement for publication of legal notice or advertisement.**

Any and every legal notice or advertisement shall be published in a daily, tri-weekly, a semi-weekly or a weekly newspaper of general circulation that can be obtained by single copy and that is entered under the second class postage privilege in the county in which the notice or advertisement is required to be published; which newspaper, if published tri-weekly, semi-weekly or weekly, shall have been so published in the county continuously and uninterrupted during the period of at least twenty-six consecutive weeks next prior to the first issue thereof containing any such notice or advertisement, and which newspaper, if published daily, shall have been so published in the county uninterrupted and continuously during the period of at least six months next prior to the first issue thereof containing any such notice or advertisement; provided that the

mere change in the name of any newspaper or the removal of the principal business office or seat of publication of any newspaper from one place to another in the same county shall not break or affect the continuity in the publication of any such newspaper if the newspaper is in fact continuously and uninterruptedly printed and published within the county as provided in this section; provided further that a newspaper shall not lose its rights as a legal publication if it fails to publish one or more of its issues by reason of fire, flood, accident, transportation embargo or tie-up or other casualty beyond the control of the publisher; provided further that any legal notice which fails of publication for the required number of insertions by reasons beyond the control of the publisher shall not be declared illegal if the publication has been made in one issue of the publication; and provided further that if in any county in this state there has not been published any newspaper for the prescribed period at the time when any such notice or advertisement is required to be published, the notice or advertisement may be published in any newspaper having a general circulation or published and printed in whole or in part in that county and that can be obtained by single copy in that county.

**History:** Laws 1937, ch. 167, § 2; 1941 Comp., § 12-202; 1953 Comp., § 10-2-2; 1999, ch. 63, § 1.

## ANNOTATIONS

**The 1999 amendment**, effective June 18, 1999, added the section heading; deleted "only" following "be published", deleted "paid" preceding "circulation" in two places; inserted "can be purchased by single copy and that"; added "and that can be obtained by single copy in that county"; and made minor stylistic changes.

**Purpose of section** is to give the public the opportunity to read the legal publication. This is the mandatory portion of this section, and the provision for the second-class mailing privilege is of relatively small importance in relation to the general object intended by the statute and is merely directory. *State ex rel. Sun. Co. v. Vigil*, 74 N.M. 766, 398 P.2d 987 (1965); 1981 Op. Att'y Gen. No. 81-13.

The primary purpose of this section is to give notice to the citizens, with provisions relating to publication, printing and mailing privileges referring merely to the method of carrying out the intent of the statute, i.e., notice. *State ex rel. Sun Co. v. Vigil*, 74 N.M. 766, 398 P.2d 987 (1965).

**Legislative intent.** - It was the intention of the legislature that legal notices be published in newspapers located within the county. 1963-64 Op. Att'y Gen. No. 64-12.

**Only publishing required.** - In order for a newspaper to be "legal" for publication of notices, it does not have to be both published and printed within the county, but only published within the county. 1963-64 Op. Att'y Gen. No. 64-12.

A newspaper may be published within a county and thus be a legal newspaper though its actual printing is done outside the county. 1947-48 Op. Att'y Gen. No. 5146.



**Word "published"** in this section is not synonymous with the word "printed." State ex rel. Sun Co. v. Vigil, 74 N.M. 766, 398 P.2d 987 (1965).

The proper and correct meaning of the word "published" is that the notice must be inserted for the required time in a newspaper that will make the matter thereof a public matter or known to the people in the place affected. State ex rel. Sun Co. v. Vigil, 74 N.M. 766, 398 P.2d 987 (1965).

A newspaper published in Window Rock, Arizona, and mailed to subscribers in San Juan and McKinley counties in New Mexico, is not "published" in these counties for purposes of this section even though it is the chief newspaper within the Navajo tribe. 1963-64 Op. Att'y Gen. No. 64-12.

**"Publication"** contemplates that the paper issue to its subscribers from the county. 1963-64 Op. Att'y Gen. No. 64-12.

Any means which would give notice to the public of any matter desired to be brought to their knowledge would be classed as publication. State ex rel. Sun Co. v. Vigil, 74 N.M. 766, 398 P.2d 987 (1965).

**Publication and printing distinguished.** - Publication means to make known, a notification to the public at large, either by words, writing or printing. Printing means the impress of letters or characters upon paper or upon other substance. State ex rel. Sun Co. v. Vigil, 74 N.M. 766, 398 P.2d 987 (1965).

Printing implies the mechanical art by which type is imprinted upon the paper, whereas publishing means the conveying of knowledge of notices. State ex rel. Sun Co. v. Vigil, 74 N.M. 766, 398 P.2d 987 (1965).

**Requirement of second-class postal privilege.** - Among other requirements for a legal newspaper is that the newspaper must be entered under the second-class postal privilege in the county in which said notice or advertisement is required to be published. 1959-60 Op. Att'y Gen. No. 60-46.

The provision relating to second-class mailing privilege is merely directory and the absence of the privilege will not defeat legal publication. 1981 Op. Att'y Gen. No. 81-13.

**Use of newspaper having general paid circulation, etc.** - Only where no newspaper is published within the county meeting the requirements of this section may items be published in any newspaper having a general paid circulation and/or printed in whole or in part in said county. 1963-64 Op. Att'y Gen. No. 64-12.

**Publication in New Mexico register.** - A notice published in the New Mexico register would not fulfill the requirements for legal publication under 14-11-1 to 14-11-8 NMSA 1978 because the register is not a newspaper of general paid circulation. 1993 Op. Att'y Gen. No. 93-2.

**Law reviews.** - For article, "Approaching Statutory Interpretation in New Mexico," see 8 Nat. Resources J. 689 (1968).

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 58 Am. Jur. 2d Newspapers, Periodicals, and Press Associations §§ 33 to 38, 42, 43, 45, 46, 48, 49.

Rights and duties of parties to conditional sales contract as to resale of repossessed property, 49 A.L.R.2d 15.

Application of requirement that newspaper be locally published for official notice publication, 85 A.L.R.4th 581.

66 C.J.S. Newspapers § 3.

### **14-11-3. [Frequency of newspaper's publication; effect.]**

Except as otherwise provided by law in express terms or by necessary implication, daily, weekly, semiweekly and triweekly newspapers shall all be equally competent as media for the publication of all legal notices and advertisements.

**History:** Laws 1937, ch. 167, § 4; 1941 Comp., § 12-203; 1953 Comp., § 10-2-3.

### **14-11-4. Proof of publication.**

Proof of the publication of any such legal notice or advertisement may be made by the affidavit of the printer, business manager, editor, publisher or proprietor of the newspaper in which the publication is made, or by any other competent person who has personal knowledge of the essential facts, which affidavit, in addition to the other matters required by law to be set forth therein, shall state that such notice or advertisement was published in a newspaper duly qualified for that purpose within the meaning of this act [14-11-1 to 14-11-4, 14-11-7, 14-11-8 NMSA 1978], and that payment therefor has been made or assessed as court costs.

**History:** Laws 1937, ch. 167, § 3; 1941 Comp., § 12-204; 1953 Comp., § 10-2-4.

## **ANNOTATIONS**

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 58 Am. Jur. 2d Newspapers, Periodicals, and Press Associations § 54.

66 C.J.S. Newspapers § 19.

### **14-11-5. [Affidavit of proof; contents.]**

Proof of the publication of any notice required by law to be published shall be made by the publisher, editor or business manager of the newspaper in which said notice is

published, making an affidavit, which affidavit shall recite the name of the newspaper in which said notice is published and the date or dates upon which said publication is made; there shall also be attached to said affidavit a copy of the notice as published, which copy when so attached to said affidavit shall be taken and considered as part of the affidavit of publication.

**History:** Laws 1931, ch. 120, § 1; 1941 Comp., § 12-205; 1953 Comp., § 10-2-5.

## ANNOTATIONS

**Compiler's notes.** - The initial language of this section may be superseded by Laws 1937, ch. 167, § 3. See 14-11-4 NMSA 1978.

### **14-11-6. [Filing affidavit of publication; evidential value.]**

Any officer, board, commission or party to any legal proceeding required to publish any notice required by law shall obtain and file in his or its office, or with the clerk of the court in which any suit or legal proceeding is pending, as the case may require, the affidavit of publication referred to in Section one [14-11-5 NMSA 1978] hereof. Such affidavit so filed shall be prima facie evidence of the facts therein stated as to such publication.

**History:** Laws 1931, ch. 120, § 2; 1941 Comp., § 12-206; 1953 Comp., § 10-2-6.

### **14-11-7. Rates for legal notice or advertisement; costs.**

For publication of all legal notices or advertisements that a governmental entity is required by law or the order of any court of record in this state to publish in newspapers, the publishers shall be paid a reasonable rate, to be set by rule or regulation of the secretary of general services. Changes in economic conditions within the newspaper industry, the general economy and inflation shall be considered in determining a reasonable rate.

The clerk of any court in the state or any public trustee, county treasurer or other public officer required by law to publish legal notices or advertisements shall tax the cost of publishing notices or advertisements, as prescribed in this section, as part of the costs of the cause or proceeding and shall collect for publication before the cause or proceeding is closed and shall remit to the publisher the proper cost of the legal notices or advertisements.

**History:** Laws 1937, ch. 167, § 5; 1941 Comp., § 12-207; Laws 1947, ch. 188, § 1; 1953 Comp., § 10-2-7; Laws 1957, ch. 103, § 1; 1965, ch. 62, § 1; 1975, ch. 238, § 1; 1980, ch. 149, § 1; 1981, ch. 202, § 1; 1991, ch. 207, § 1; 1993, ch. 35, § 1.

## ANNOTATIONS

**The 1991 amendment**, effective June 14, 1991, amended the section to restrict its scope to legal advertisements and notices of governmental entities.

**The 1993 amendment**, effective June 18, 1993, substituted the language beginning "paid a reasonable rate" at the end of the first paragraph for provisions specifying the rates allowed to be charged.

**Generally.** - A newspaper was permitted a maximum charge of 12 cents a column line for the first publication whether this was the only publication or merely the first in a series of publications, and, of course, a charge of 10 cents a line after the first publication, whether there be one or more such subsequent publications. 1957-58 Op. Att'y Gen. No. 58-4.

Under Laws 1909, ch. 79 (now repealed), no printer was compelled to charge rate fixed in the statute, but was only prohibited from charging a higher rate, and county commissioners and corporate authorities could bargain for publication at lower rates. 1909-12 Op. Att'y Gen. 16.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 58 Am. Jur. 2d Newspapers, Periodicals, and Press Associations § 60.

20 C.J.S. Costs § 94 et seq.; 66 C.J.S. Newspapers § 20.

### **14-11-8. [Violation of legal publication law; penalty.]**

Violation of any of the foregoing provisions [14-11-1 to 14-11-4, 14-11-7 NMSA 1978] shall be deemed a misdemeanor and upon conviction thereof, such violator or violators shall be punished by a fine of not less than \$100, nor more than \$500.

**History:** Laws 1937, ch. 167, § 6; 1941 Comp., § 12-208; 1953 Comp., § 10-2-8.

## **ANNOTATIONS**

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 66 C.J.S. Newspapers § 22.

### **14-11-9. [Legal publications by county, municipality or school district; payment.]**

All publications required to be made by any county or incorporated city, town or village, or by any board of education or school directors, or by any officer thereof, shall be paid for out of the general fund of such county, city, town or village. Provided: that the cost of such publications pertaining to school matters shall be paid out of school funds.

**History:** Laws 1912, ch. 49, § 10; Code 1915, § 4652; C.S. 1929, § 113-108; 1941 Comp., § 12-209; 1953 Comp., § 10-2-9.

## ANNOTATIONS

**Cross references.** - For publication of municipal and school board expenditures, see 10-17-3 NMSA 1978.

### **14-11-10. Litigation; publication of notice; posting.**

Except as provided in the Probate Code [45-1-101 NMSA 1978], all legal notices in connection with suits in the district courts, including notices of sale of property under any writ of execution, judgment, decree or other process issued out of the district court, and any notice of sale of personal property by virtue of any security interest, except as provided by the Uniform Commercial Code [Chapter 55 NMSA 1978], where the amount involved, including interest and costs, exceeds three hundred dollars (\$300), shall be published in the English language in some newspaper of general circulation published in the county where such publication is required to be made, once each week for four consecutive weeks. If such publication shall be the notice of the pendency of a suit in the district court, the last insertion shall be at least twenty days before the date on or before which the defendant is notified to appear. In all other cases, the last insertion shall be at least three days before the date fixed in such notice for the taking of the action concerning which the publication is made. In case there be no newspaper published in the county where such publication is required, then publication shall be made by posting notice in at least six conspicuous places within the county for and during the period of time specified in the case of newspaper publications.

**History:** Laws 1931, ch. 150, § 1; 1937, ch. 113, § 1; 1941 Comp., § 12-210; 1953 Comp., § 10-2-10; Laws 1961, ch. 96, § 11-101; 1978, ch. 159, § 1.

## ANNOTATIONS

**Generally.** - Where the value of the property exceeds \$300, agent must publish in the county where the sale is to be made once each week for four consecutive weeks. And the last publication must be at least three days before the sale. The sale must be conducted between the hours of 9:00 in the morning and the setting of the sun on the same day, and the time and place where the sale is to be made and a full description of the property shall be contained in that notice. 1955-56 Op. Att'y Gen. No. 6518.

**Former requirements.** - Section 4647, 1915 Code (similar to this section) did not require that four full weeks elapse between the first insertion of the notice in the newspaper and the day of sale, but the sale could be had any time not less than three days after the fourth and last insertion. *Dewitz v. Joyce-Pruitt Co.* 20 N.M. 572, 151 P. 237 (1915).

Laws 1899, ch. 22, § 15 (now repealed), was complied with by publication of notice of sale on same day of the week for four consecutive weeks when the last publication was more than 30 days prior to the date of sale. *De Graftenreid v. Casaus*, 26 N.M. 216, 190 P. 728 (1920).

**Law reviews.** - For article, "Attachment in New Mexico - Part II," see 2 Nat. Resources J. 75 (1962).

For article, "The Use of Revocable Inter Vivos Trusts in Estate Planning," see 1 N.M. L. Rev. 143 (1971).

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - Service of process upon dissolved domestic corporation in absence of express statutory direction, 75 A.L.R.2d 1399.

What is "public place" within requirements as to posting of notices, 90 A.L.R.2d 1210.

7 C.J.S. Attachment § 280; 33 C.J.S. Executions § 211; 33 C.J.S. Executors and Administrators § 70; 34 C.J.S. Executors and Administrators §§ 411, 904; 39 C.J.S. Guardian and Ward § 154; 50 C.J.S. Judicial Sales § 10; 79 C.J.S. Secured Transactions § 34 et seq.

### **14-11-10.1. Legal notices; simple description also required.**

In order to allow the general public to determine the location of real property being described in a legal notice, all legal notices containing a legal description of real property shall also contain a simple description of the real property in commonly used terms sufficient to indicate its location in relation to roads, towns, streets, neighborhoods, or other fixed objects.

**History:** 1978 Comp., § 14-11-10.1, enacted by Laws 1987, ch. 28, § 1.

### **ANNOTATIONS**

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 12 Am. Jur. 2d Boundaries §§ 6 to 9.

11 C.J.S. Boundaries § 23 et seq.

### **14-11-11. [County and municipal boards and officers; publication of proceedings; language requirements.]**

All publications of proceedings of boards of county commissioners, city and town councils, boards of trustees, boards of education or school directors and of all other officers of any county, municipality, district or other subdivision of the state, which are required by law to be made shall be published once only. In all counties, cities or towns, in which the publication [population] is not less than seventy-five percent English speaking, the publication of such notices in English shall be sufficient; that in all counties, cities and towns, in which the population is not less than seventy-five percent Spanish speaking, the publication of such notices in the Spanish language shall be sufficient; that in all counties, cities and towns, in which the publication [population] using either language is between twenty-five percent and seventy-five percent of the whole, such notices shall be published in both English and Spanish, provided, there be

legal newspapers published in both languages in the county, city or town, by different publishers, otherwise, publication in either language shall be sufficient. And, provided further, that in case of question, or disagreement, as to the percentage of the population of any county, city or town, using either language, the district judge of the judicial district of which such county, city or town, is a part, shall determine such percentage upon such information as he may have, without special investigation in the matter, and his opinion and determination thereon shall be conclusive.

**History:** Laws 1912, ch. 49, § 6; Code 1915, § 4648; Laws 1919, ch. 72, § 1; 1923, ch. 148, § 1431; C.S. 1929, § 113-104; 1941 Comp., § 12-212; 1953 Comp., § 10-2-11.

## ANNOTATIONS

**Bracketed material.** - The bracketed words "population" in this section were inserted by the compiler. They were not enacted by the legislature and are not a part of the law.

**Proceedings of boards of education or school directors.** - That part of this section which concerns the publication of school board proceedings was repealed by Laws 1923, ch. 148, § 1431. But see N.M. Const., art. IV, § 18, requiring that each section revised, amended or extended be set out in full.

**Generally.** - This section merely limits the publication of the proceedings of the county commissioners in English to one publication, and in counties where a newspaper of general circulation is published, and 30 percent of the reading matter is in Spanish, the proceedings may be published also in Spanish. This is also true of delinquent tax lists. 1912-13 Op. Att'y Gen. 120, 122.

**Publication in weekly newspaper.** - Publication of minutes of city council in a weekly newspaper was legal although there was a daily newspaper published in the city. 1909-12 Op. Att'y Gen. 131.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 20 C.J.S. Counties §§ 73, 74; 62 C.J.S. Municipal Corporations § 409; 78 C.J.S. Schools and School Districts §§ 153, 154.

### **14-11-12. [Publication in lieu of posting.]**

All legal process against nonresidents, unknown or absent parties, notices of sale of real estate under foreclosure of mortgages or executions, trespass warnings and other documents, the publication of which is required by law to be made by posting written or printed notices in public places, may be published instead of being pasted up, in English and Spanish, in some newspaper published in the county, if there be one, if not, then in some newspaper published in some other county of the state for the same length of time it may be required to be posted, and when so published it shall not be necessary to post such notices in public places: provided, that the person who may have to pay for such publication shall have the right to designate the newspaper in which the same may

be published: and provided, further, that no newspaper shall be allowed to charge more than the price fixed by law to be charged for legal advertisements.

**History:** Laws 1891, ch. 46, § 1; C.L. 1897, § 3114a; Code 1915, § 2197; C.S. 1929, § 46-108; 1941 Comp., § 12-213; 1953 Comp., § 10-2-12.

## **ANNOTATIONS**

**Compiler's notes.** - This section may be superseded for the most part by 14-11-10 NMSA 1978, but trespass notices, at least, are probably still subject to its provisions.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 58 Am. Jur. 2d Notice § 38.

66 C.J.S. Notice § 18.

### **14-11-13. Official Spanish newspapers.**

For the purpose of publishing legal notices in Spanish as required by law for any agencies of the state, the Santa Rosa News published at Santa Rosa, the New Mexican and the Santa Fe News, both published at Santa Fe, El Hispano published at Albuquerque, the Alpha News published at Las Vegas, the Rio Grande Sun published at Espanola and the Taos News published at Taos are recognized as official Spanish language newspapers of this state.

**History:** 1953 Comp., § 10-2-13, enacted by Laws 1965, ch. 254, § 1; 1967, ch. 114, § 1.

## **ARTICLE 12 NOTARIES PUBLIC**

### **14-12-1. Notaries; powers and duties.**

The office of "notary public" is established. At any place within the state, a notary public may:

- A. administer oaths;
- B. take and certify acknowledgments of instruments in writing;
- C. take and certify depositions;
- D. make declarations and protests; and
- E. perform other duties as provided by law.



**History:** 1953 Comp., § 35-1-1, enacted by Laws 1969, ch. 168, § 1.

## ANNOTATIONS

**Cross references.** - For acknowledgments and oaths generally, see 14-13-1 to 14-13-23 and 14-14-1 to 14-14-11 NMSA 1978.

**Compiler's notes.** - Laws 1969, ch. 168, § 12, repealed former 35-1-1 to 35-1-8, 1953 Comp. (Laws 1909, ch. 55, §§ 1 to 7, 23; Code 1915, §§ 3924 to 3931; C.S. 1929, §§ 94-101 to 94-108; 1941 Comp., §§ 11-101 to 11-108; Laws 1961, ch. 56, § 1; 1961, ch. 107, § 1). New 35-1-1 to 35-1-8, 1953 Comp., were enacted by Laws 1969, ch. 168, §§ 1 to 8. See also compiler's note to 14-12-13 NMSA 1978.

**Generally.** - Laws 1909, ch. 55 (35-1-1 to 35-1-23, 1953 Comp.), in terms, repealed §§ 2617 to 2627, 1897 Comp., which authorized the appointment of notaries and, in part, prescribed their duties and obligations, but did not terminate the official existence of notaries. 1909-12 Op. Att'y Gen. 38.

**New notary public law created.** - With some exceptions, the 1969 act created an entirely new notary public law. 1969 Op. Att'y Gen. No. 69-79.

**Authority "anywhere in the state".** - This section reflects the clear intent of the legislature to provide for the appointment of notaries public in each county of the state. Other sections of the act provide that the bond of the notaries shall be filed with the secretary of state, but also provide that through the recording of the commissions, seals, signatures and bonds, each county clerk shall have a record of qualified notaries resident in his county. Certainly there is nothing which abrogates the unequivocal language in this section that each notary shall have authority "anywhere in the state" to perform his duties. 1953-54 Op. Att'y Gen. No. 5659.

Notary public may use his seal and perform official acts in any county in the state. 1912-13 Op. Att'y Gen. 35.

A notary public may use his seal and take acknowledgments and administer oaths in any county of the state. However, in moving from one county to another, he must cause his bond, commission and oath of office to be filed with the county recorder. 1912-13 Op. Att'y Gen. 35; 1915-16 Op. Att'y Gen. 209; 1937-38 Op. Att'y Gen. 70; 1939-40 Op. Att'y Gen. 53. See 14-12-14 NMSA 1978.

**Notary public may administer oath in another county.** - A notary public appointed in one county is authorized to administer an oath for verification of felony information in another county in this state. *State v. Parker*, 34 N.M. 486, 285 P. 490 (1930).

**Notary public may take acknowledgments.** - A notary public may take acknowledgments in other counties than that of his residence, if his bond, commission and oath of office are filed there. 1919-20 Op. Att'y Gen. 84; 1937-38 Op. Att'y Gen. 70.

**Taking of acknowledgments.** - The duties performed by an officer in taking an acknowledgment in this state are ministerial in character rather than judicial. *Garcia v. Leal*, 30 N.M. 249, 231 P. 631 (1924).

The blank space before the wording "County of . . . . . " which is to be filled by a notary should contain the name of the county where he is taking the acknowledgment and not the name of the county where his commission as a notary is recorded. 1955-56 Op. Att'y Gen. No. 6228.

A certificate of acknowledgment duly executed as required by law is prima facie evidence of execution of the instrument it acknowledges, and should be impeached only by clear and convincing evidence. *Garcia v. Leal*, 30 N.M. 249, 231 P. 631 (1924).

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 58 Am. Jur. 2d Notaries Public §§ 12, 13, 27 to 30, 33 to 38.

Power of notary to take affidavit as basis for warrant of arrest, 16 A.L.R. 924.

Liability of notary drawing invalid will to beneficiary named therein, 65 A.L.R.2d 1363.

Measure of damages for false or incomplete certificate by notary public, 13 A.L.R.3d 1039.

Liability of notary public or his bond for negligence in performance of duties, 44 A.L.R.3d 555.

66 C.J.S. Notaries § 6.

## **14-12-2. Notaries; qualifications.**

Each notary public shall:

- A. be a resident of New Mexico;
- B. be at least eighteen years of age;
- C. be able to read and write the English language;
- D. not have been convicted of a felony; and
- E. not have had a notary public commission revoked during the past five years.

**History:** 1953 Comp., § 35-1-2, enacted by Laws 1969, ch. 168, § 2; 1981, ch. 214, § 1.

## **ANNOTATIONS**

**Cross references.** - For right of women to hold office of notary public, see N.M. Const., art. XX, § 11.

**No citizenship requirement.** - There is no longer an express citizenship requirement in the New Mexico notary statutes, and any attempt to impose a citizenship requirement would be unconstitutional. 1989 Op. Att'y Gen. No. 89-16.

**Residency.** - There is no requirement that a person be a New Mexico resident for any particular time before qualifying as a notary public. 1989 Op. Att'y Gen. No. 89-16.

For the purpose of the notary statutes, residency constitutes the fact of an abode in New Mexico coupled with the intent of remaining in the state for at least an indefinite period of time. 1989 Op. Att'y Gen. No. 89-16.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 66 C.J.S. Notaries § 2.

### **14-12-3. Notaries; application.**

Each applicant for appointment as a notary public shall submit to the secretary of state:

A. an application for appointment on a form prescribed by the secretary of state which includes a statement of the applicant's qualification and contains evidence of his good moral character as shown by signatures of two citizens of this state;

B. the oath prescribed by the constitution for state officers and an official bond to the state, with two sureties, in the amount of five hundred dollars (\$500) conditioned for the faithful discharge of duties as a notary public;

C. an application which is made by and signed by the applicant using his surname and one given name, plus an initial or additional name, if he so desires, or surname and at least two initials; and

D. an application fee in the amount of ten dollars (\$10.00).

**History:** 1953 Comp., § 35-1-3, enacted by Laws 1969, ch. 168, § 3; 1981, ch. 214, § 2.

### **ANNOTATIONS**

**Recording fees.** - In the absence of a specific fee for recording the oath and bond, resort must be had to 14-8-13 NMSA 1978, where the fee for copying any record, order or paper is set forth. 1914 Op. Att'y Gen. 52; 1935-36 Op. Att'y Gen. 35.

**Acceptance of certified photostatic reproduction of bond recorded in county clerk's office.** - In such instances wherein the applicant may have recorded the bond required by statute with the county clerk of the county wherein he resides, but has failed to forward the bond to the office of the secretary of state for filing, because such original

bond has been lost, then, in such event, the secretary of state may accept, for filing in the office of secretary of state, a certified photostatic reproduction of such bond recorded in the office of the county clerk. 1961-62 Op. Att'y Gen. No. 62-18.

#### **14-12-4. Notaries; appointment; term.**

Upon receipt of the completed application for appointment and the application fee, and upon approval of the applicant's bond, the secretary of state shall notify the governor who shall appoint the applicant as a notary public for a term of four years from the date of appointment unless sooner removed by the governor. The secretary of state shall issue a commission to each notary public appointed by the governor.

**History:** 1953 Comp., § 35-1-4, enacted by Laws 1969, ch. 168, § 4.

#### **ANNOTATIONS**

**Date of commission.** - A notary's commission dates from the time of appointment and not from the date of qualification. 1945-46 Op. Att'y Gen. No. 4757.

**Signing of renewal applications when appointment begins following year.** - As the initial appointment is merely one step in the process of becoming a notary and, further, does not become effective until certain other acts are fulfilled, the present governor may sign notary public renewal applications even though the term of appointment begins next year. 1957-58 Op. Att'y Gen. No. 58-240.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 58 Am. Jur. 2d Notaries Public §§ 5, 6, 10, 11.

66 C.J.S. Notaries §§ 3, 4.

#### **14-12-5. Notaries; seal or stamp.**

Each notary shall provide himself with a notarial seal or stamp containing his name and the words "NOTARY PUBLIC - STATE OF NEW MEXICO," and shall authenticate his official acts and acknowledgments with the seal or stamp.

**History:** 1953 Comp., § 35-1-5, enacted by Laws 1969, ch. 168, § 5; 1979, ch. 272, § 1.

#### **ANNOTATIONS**

**Seal containing name of county in addition to state.** - See same catchline in notes to 14-12-6 NMSA 1978.

**Indentation, rather than imprinting, required.** - See same catchline in notes to 14-12-6 NMSA 1978.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 58 Am. Jur. 2d Notaries Public §§ 42, 46 to 49, 51 to 57.

Necessity and sufficiency of officer's jurat or certificate as to oath, 1 A.L.R. 1568, 116 A.L.R. 587.

What amounts to notary's seal, 7 A.L.R. 1663.

66 C.J.S. Notaries § 8.

### **14-12-6. Notarial seal.**

Each notary shall authenticate his official acts and acknowledgments with a notarial seal or stamp which, if a seal, shall contain his name and the words "NOTARY PUBLIC - STATE OF NEW MEXICO," and which if a stamp, shall be in substantially the following form:

"SEAL

STATE OF

NEW MEXICO

OFFICIAL SEAL

.....

(name of notary printed)

NOTARY PUBLIC - STATE OF NEW MEXICO

My Commission Expires ..... "

(date)

**History:** 1953 Comp., § 35-1-5.1, enacted by Laws 1977, ch. 106, § 1; 1979, ch. 272, § 2.

### **ANNOTATIONS**

**Seal containing name of county in addition to state.** - A notary public reappointed to that office after June 20, 1969, may continue to use his notary seal for official acts even if the seal contains the name of a New Mexico county in addition to the words New Mexico or abbreviation thereof. 1969 Op. Att'y Gen. No. 69-79.

**Indentation, rather than imprinting, required.** - The notary's seal must be one which indents the words required by the statute upon the paper, and it is not permissible to use one which merely imprints, though clearly, the same words. 1949-50 Op. Att'y Gen. No. 5304.

### **14-12-7. Notaries; certification.**

Upon request, the secretary of state shall certify to official acts of a notary public.

**History:** 1953 Comp., § 35-1-6, enacted by Laws 1969, ch. 168, § 6.

### **14-12-8. Notaries; action on bond.**

Any person damaged by an unlawful act, negligence or misconduct of a notary public in his official capacity may bring a civil action on the notary public's official bond.

**History:** 1953 Comp., § 35-1-7, enacted by Laws 1969, ch. 168, § 7.

## **ANNOTATIONS**

**Filing of bond and oath as condition precedent.** - The filing of a notary's bond and oath with the secretary of state is a condition precedent to the lawful and valid exercise of the duties of a notary public. 1961-62 Op. Att'y Gen. No. 62-18.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 58 Am. Jur. 2d Notaries Public §§ 74 to 76.

Liability of notary drawing invalid will to beneficiary named therein, 65 A.L.R.2d 1363.

Measure of damages for false or incomplete certificate by notary public, 13 A.L.R.3d 1039.

Liability of notary public or his bond for negligence in performance of duties, 44 A.L.R.3d 555.

Liability of notary public or his bond for wilful or deliberate misconduct in performance of duties, 44 A.L.R.3d 1243.

66 C.J.S. Notaries § 12.

### **14-12-9. Notaries; reappointment.**

At least thirty days before expiration of each notary public term, the secretary of state shall mail a notice of the expiration to the notary public's address of record. A notary public may be reappointed upon making application in the same manner as required for an original application.

**History:** 1953 Comp., § 35-1-8, enacted by Laws 1969, ch. 168, § 8.

### **14-12-10. [Protesting bills and notes; notice.]**

Each notary public when any bill of exchange, promissory note or other written instrument shall be by such notary protested for nonacceptance or nonpayment shall give notice in writing thereof to the maker and to each and every endorser of such bill of exchange, and to the maker of each security, or the endorsers of any promissory note or other written instrument, immediately after such protest shall have been made.

**History:** Laws 1909, ch. 55, § 8; Code 1915, § 3935; C.S. 1929, § 94-112; 1941 Comp., § 11-109; 1953 Comp., § 35-1-9.

## ANNOTATIONS

**Cross references.** - For civil and criminal liability for false certificate as to protest, see 56-5-4 NMSA 1978.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 11 Am. Jur. 2d Bills and Notes § 797.

Validity and effect of agreement to give bank all, or part of fees of notary for protesting paper, 25 A.L.R. 170.

10 C.J.S. Bills and Notes § 211.

### **14-12-11. [Service of notice of protest.]**

Each notary public may serve notice personally upon each person protested against by delivering to such person a notice in writing, or he may make such service by placing such notice in a sealed envelope with sufficient postage thereon addressed to the person to be charged, at his last place of residence, according to the best information that the person giving the notice may obtain, and by depositing such envelope containing such notice in the United States mail or post office.

**History:** Laws 1909, ch. 55, § 9; Code 1915, § 3936; C.S. 1929, § 94-113; 1941 Comp., § 11-110; 1953 Comp., § 35-1-10.

### **14-12-12. [Recording protest notices; use as evidence.]**

Each notary public shall keep record of all protest notices and of the time and manner in which the same were served and of the names of all persons to whom the same were directed. Also the description and the amount of the instrument protested, which record, or a copy thereof certified by the notary public under seal, shall at all times be competent evidence to prove such notice in any court of this state.

**History:** Laws 1909, ch. 55, § 10; Code 1915, § 3937; C.S. 1929, § 94-114; 1941 Comp., § 11-111; 1953 Comp., § 35-1-11.

## ANNOTATIONS

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 11 Am. Jur. 2d Bills and Notes § 798; 12 Am. Jur. 2d Bills and Notes § 1237.

### **14-12-13. Notaries; removal from office.**

A. The governor may revoke the commission of any notary public who:

(1) submits an application for appointment as a notary public which contains a false statement;

(2) is or has been convicted of any felony or of a misdemeanor arising out of a notarial act performed by him;

(3) engages in the unauthorized practice of law;

(4) ceases to be a New Mexico resident; or

(5) commits a malfeasance in office.

B. A notary's commission may be revoked under the provisions of this section only if action is taken subject to the rights of the notary public to notice, hearing, adjudication and appeal.

**History:** 1953 Comp., § 35-1-12, enacted by Laws 1969, ch. 168, § 9; 1981, ch. 214, § 3.

#### **ANNOTATIONS**

**Compiler's notes.** - Laws 1969, ch. 168, § 12, repealed former 35-1-12 to 35-1-14, 1953 Comp. (Laws 1909, ch. 55, §§ 11 to 13; Code 1915, §§ 3938 to 3940; C.S. 1929, §§ 94-115 to 94-117; 1941 Comp., §§ 11-112 to 11-114). New 35-1-12 to 35-1-14, 1953 Comp., were enacted by Laws 1969, ch. 168, §§ 9 to 11. See also compiler's notes to 14-12-1 NMSA 1978.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 58 Am. Jur. 2d Notaries Public § 26.

66 C.J.S. Notaries § 4.

### **14-12-14. Notaries; change of address.**

Each notary public shall promptly notify the secretary of state of any change of his mailing address.

**History:** 1953 Comp., § 35-1-13, enacted by Laws 1969, ch. 168, § 10.

#### **ANNOTATIONS**



**Effect of changing residence.** - A notary public who qualifies in one county of New Mexico can administer oaths, certify to acknowledgments and perform any other duties required of him by law anywhere in the state of New Mexico; however, should he change residence from the county in which he qualified, he must, before performing any official act in the county to which he has moved, have his bond, commission and oath of office filed in the office of the county recorder. 1951-52 Op. Att'y Gen. No. 5538.

#### **14-12-15. Notaries; change of name.**

Upon any change of his name, a notary public shall promptly make application to the secretary of state for issuance of a corrected commission. The application shall be on a form prescribed by the secretary of state. Upon receipt of the completed application, the secretary of state shall issue a corrected commission showing the notary public's new name. The corrected commission expires on the same date as the original certificate it replaces.

**History:** 1953 Comp., § 35-1-14, enacted by Laws 1969, ch. 168, § 11.

#### **ANNOTATIONS**

**Commission of female notary who marries.** - No provision was made for amending a commission of a female notary who has married and changed her name, but she could continue to act under her current commission until its expiration. 1921-22 Op. Att'y Gen. 51.

#### **14-12-16. [Endorsing expiration date of commission.]**

Every notary public certifying to any acknowledgment, oath or other matter shall, immediately opposite or following his signature to the jurat or certificate of acknowledgment, endorse the date of the expiration of such commission; such endorsement may be legibly written, stamped or printed upon the instrument, but must be disconnected from the seal and shall be substantially in the following form:

"My commission expires (stating date of expiration of commission)."

**History:** Laws 1909, ch. 55, § 18; Code 1915, § 3945; C.S. 1929, § 94-122; 1941 Comp., § 11-119; 1953 Comp., § 35-1-19.

#### **14-12-17. [Disqualified notary exercising powers; penalty.]**

Any notary public who exercises the duties of his office with the knowledge that his commission has expired or that he is otherwise disqualified, is guilty of a misdemeanor, and upon conviction thereof shall be punished by a fine of one hundred dollars [(\$100)] and shall be removed from office by the governor.

**History:** Laws 1909, ch. 55, § 20; Code 1915, § 3947; C.S. 1929, § 94-124; 1941 Comp., § 11-121; 1953 Comp., § 35-1-21.

## ANNOTATIONS

**Bracketed material.** - The bracketed material in this section was inserted by the compiler. It was not enacted by the legislature and is not a part of the law.

### **14-12-18. [False certificate; authenticating documents in absence of proper party; penalty.]**

If any notary public, or any other officer authorized by law to make or give any certificate or other writing shall make or deliver as true any certificate or writing containing statements which he knows to be false, or appends his official signature to acknowledgments or other documents when the parties executing same have not appeared in person before him shall be deemed guilty of a misdemeanor and upon conviction shall be punished by a fine not exceeding two hundred dollars [(\$200)], or by imprisonment for a period not exceeding three months, or both such fine and imprisonment.

**History:** Laws 1909, ch. 55, § 21; Code 1915, § 3948; C.S. 1929, § 94-125; 1941 Comp., § 11-122; 1953 Comp., § 35-1-22.

## ANNOTATIONS

**Cross references.** - For criminal and civil liability as to false certificate of protest, see 56-5-4 NMSA 1978.

**Bracketed material.** - The bracketed material in this section was inserted by the compiler. It was not enacted by the legislature and is not a part of the law.

**Presence required for acknowledgment.** - A notary is not authorized to take an acknowledgment of a person not present before him. 1921-22 Op. Att'y Gen. 47.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 58 Am. Jur. 2d Notaries Public § 73.

Measure of damages for false or incomplete certificate by notary public, 13 A.L.R.3d 1039.

Liability of notary public or his bond for negligence in performance of duties, 44 A.L.R.3d 555.

66 C.J.S. Notaries § 13.

### **14-12-19. Fees.**

A. Every notary public in this state shall be entitled to collect the following fees for his services:

(1) for each act of protest and certificate thereof  
..... \$2.00

(2) for each notice of protest prepared and mailed to the parties in interest  
.....  
.25

(3) for any certificate under seal  
..... 1.00

(4) for each acknowledgment to deed or other document  
..... 1.00

(5) for administering or certifying to any oath  
..... 1.00

B. Whenever a notary shall be authorized by proper process to take testimony or depositions and report the same to the proper authority without making findings of fact or law, such notary public shall be entitled to collect the following fees for his services:

(1) for noting each meeting to take testimony  
..... \$1.00

(2) for noting each adjournment from one day to another  
..... 1.00

(3) for swearing each witness  
..... .25

(4) for certifying and transmitting the record

..... 1.50

(5) for transcribing or reducing to writing testimony, per folio of one

hundred words, original

..... .15

(6) for each additional copy of same, per folio

..... .05

And every notary in addition to collecting fees when called from his office shall be entitled to ten cents (\$.10) per mile.

**History:** Laws 1909, ch. 55, § 22; 1913, ch. 47, § 1; Code 1915, § 3949; C.S. 1929, § 94-126; 1941 Comp., § 11-123; Laws 1947, ch. 137, § 1; 1953 Comp., § 35-1-23; Laws 1973, ch. 188, § 1.

### ANNOTATIONS

**Right to mileage.** - A notary public is not entitled to any greater fee when called from his office to take an acknowledgment, but he is entitled to the mileage allowed by the section. 1921-22 Op. Att'y Gen. 27.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 58 Am. Jur. 2d Notaries Public §§ 23, 24.  
66 C.J.S. Notaries § 14.

### **14-12-20. [Notary affiliated with bank or corporation; power restricted.]**

It shall be lawful for any notary public who is a stockholder, director, officer or employee of a bank or other corporation to take the acknowledgment of any party to any written instrument executed to or by such corporation, or to administer an oath to any other stockholder, director, officer, employee or agent of such corporation or to protest for nonacceptance or nonpayment bills of exchange, drafts, checks, notes and other negotiable instruments which may be owned or held for collection by such corporation; provided, it shall be unlawful for any notary public to take the acknowledgment of an instrument by or to a bank or other corporation of which he is a stockholder, director, officer or employee, where such notary is a party to such instrument, either individually or as a representative of such corporation, or to protest any negotiable instrument owned or held for collection by such corporation, where such notary is individually a party to such instrument.

**History:** Laws 1921, ch. 82, § 1; C.S. 1929, § 94-127; 1941 Comp., § 11-124; 1953 Comp., § 35-1-24.

## ANNOTATIONS

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 58 Am. Jur. 2d Notaries Public § 13.

## ARTICLE 13 ACKNOWLEDGMENTS AND OATHS

### 14-13-1. [Administration of oath.]

Whenever any person shall be required to take an oath before he enters upon the discharge of any office, place or business, or on any lawful occasion, any person administering the oath shall do so in the following form, viz: the person swearing shall, with his right hand uplifted, follow the words required in the oath as administered, beginning: I do solemnly swear, and closing: so help me God.

**History:** Laws 1893, ch. 42, § 1; C.L. 1897, § 2559; Code 1915, § 3933; C.S. 1929, § 94-110; 1941 Comp., § 46-101; 1953 Comp., § 43-1-1.

## ANNOTATIONS

**Cross references.** - For Uniform Laws on Notarial Acts, see 14-14-1 to 14-14-11 NMSA 1978.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 58 Am. Jur. 2d Oath and Affirmation §§ 11 to 19, 21 to 24.

Acknowledgment or oath over telephone, 12 A.L.R. 538, 58 A.L.R. 604.

67 C.J.S. Oaths and Affirmations §§ 5, 6.

### 14-13-2. [Administration of affirmation in lieu of oath.]

Whenever any person is required to take or subscribe an oath and shall have conscientious scruples against taking the same, he shall be permitted, instead of such oath, to make a solemn affirmation, with uplifted right hand, in the following form, viz: you do solemnly, sincerely and truly declare and affirm, and close with: and this I do under the pains and penalties of perjury, which affirmation shall be equally valid as if such person had taken an oath in the usual form; and every person guilty of falsely, willfully or corruptly declaring as aforesaid, shall be liable to punishment for the same as for perjury.

**History:** Laws 1893, ch. 42, § 2; C.L. 1897, § 2560; Code 1915, § 3934; C.S. 1929, § 94-111; 1941 Comp., § 46-102; 1953 Comp., § 43-1-2.

## ANNOTATIONS

**Cross references.** - For Uniform Laws on Notarial Acts, see 14-14-1 to 14-14-11 NMSA 1978.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 58 Am. Jur. 2d Oath and Affirmation §§ 11, 14, 15, 17 to 19, 22 to 24.

67 C.J.S. Oaths and Affirmations § 6.

### **14-13-3. Oaths; power to administer.**

The secretary of state of New Mexico, county clerks, clerks of probate courts, clerks of district courts, clerks of magistrate courts if the magistrate court has a seal, and all duly commissioned and acting notaries public, are hereby authorized and empowered to administer oaths and affirmations in all cases where magistrates and other officers within the state authorized to administer oaths may do so, under existing laws, and with like effect.

**History:** Laws 1882, ch. 28, § 1; C.L. 1884, § 1742; C.L. 1897, § 2558; Code 1915, § 3932; Laws 1929, ch. 78, § 1; C.S. 1929, § 94-109; 1941 Comp., § 46-103; 1953 Comp., § 43-1-3; Laws 1977, ch. 98, § 1.

## ANNOTATIONS

**Cross references.** - For notarial acts in this state, see 14-14-3 NMSA 1978.

For administering of oaths by chairman of board of county commissioners, see 4-38-11 NMSA 1978.

**Section authorizes verification of information** for murder before a notary public. State v. Parker, 34 N.M. 486, 285 P. 490 (1930).

**Section authorizes verification of affidavit in attachment.** - This section includes verification by notary of affidavit in proceeding by attachment made by plaintiff's agent. Robinson v. Hesser, 4 N.M. (Gild.) 282, 13 P. 204 (1887).

**Administration over telephone.** - Generally, a court reporter may not administer oaths over the telephone. Rule 1-030B(7) does not change the general rule, and the court reporter must administer the oath and take the deposition in the witness' presence. 1988 Op. Att'y Gen. No. 88-81.

**Law reviews.** - For article, "Attachment in New Mexico - Part I," see 1 Nat. Resources J. 303 (1961).

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - Qualification of stockholder of a corporation or member of association to take acknowledgment of, or attest as notary an instrument to which corporation or association is a party, 51 A.L.R. 1529.

Joining in instrument as ratification of or estoppel as to prior ineffective instrument affecting real property, 7 A.L.R.2d 294.

Relationship of attorney to person taking oath or making acknowledgment, as disqualifying official empowered to administer oaths or take acknowledgments, 21 A.L.R.3d 483.

Liability of notary public or his bond for negligence in performance of duties, 44 A.L.R.3d 555.

67 C.J.S. Oaths and Affirmations § 4.

### **14-13-4 to 14-13-10. Repealed.**

#### **ANNOTATIONS**

**Repeals.** - Laws 1993, ch. 281, § 12 repeals 14-13-4 through 14-13-10 NMSA 1978, as amended or enacted by Laws 1929, ch. 13, § 1, Laws 1901, ch. 62, § 15, Laws 1939, ch. 124, § 1, Laws 1945, ch. 4, § 1, Laws 1851-1852, p. 374, Laws 1889, ch. 46, § 1, and Laws 1939, ch. 124, § 2, relating to acknowledgments, effective July 1, 1993. For provisions of former sections, see 1988 Replacement Pamphlet. For present comparable provisions, see 14-14-1 NMSA 1978 et seq.

### **14-13-11. Wage and salary assignments.**

A. All assignments of wages or salaries due or to become due to any person, in order to be valid, shall be acknowledged by the party making the assignment before a notary public or other officer authorized to take acknowledgments. The assignment shall be recorded in the office of the county clerk of the county in which the money is to be paid and a copy served upon the employer or person who is to make payment.

B. Any assignment of wages or salary is void if it provides for an assignment of more than twenty-five percent of the assignor's disposable earnings for any pay period. As used in this section, "disposable earnings" means that part of the assignor's wage or salary remaining after deducting the amounts which are required by law to be withheld.

**History:** Laws 1929, ch. 128, § 1; C.S. 1929, § 8-101; 1941 Comp., § 46-111; 1953 Comp., § 43-1-12; Laws 1971, ch. 172, § 1.

## ANNOTATIONS

**Cross references.** - For exemption of disposable wages from garnishment, see 35-12-7 NMSA 1978.

For assignment of wages to director of labor and industrial division of labor department, see 50-4-11 NMSA 1978.

For Uniform Commercial Code exclusion for wage assignments, see 55-9-104 NMSA 1978.

**Withholding of funds from monthly salary checks already earned is legal** and valid if made in statutory form. 1959-60 Op. Att'y Gen. No. 60-33.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 6 Am. Jur. 2d Assignments for Benefit of Creditors § 29.

6A C.J.S. Assignments §§ 51, 52.

### **14-13-12. [Instrument needs no acknowledgment in absence of statutory requirement.]**

An acknowledgment of an instrument of writing shall not be necessary to its execution unless expressly so provided by statute.

**History:** Laws 1901, ch. 62, § 17; Code 1915, § 1; C.S. 1929, § 1-101; 1941 Comp., § 46-112; 1953 Comp., § 43-1-13.

## ANNOTATIONS

**Cross references.** - For provision that acknowledgment is necessary for recording of instruments, see 14-8-4 NMSA 1978.

For oil and gas leases on state lands to be acknowledged, see 19-10-32 NMSA 1978.

For voluntary assignments for benefit of creditors to be acknowledged, see 56-9-10 NMSA 1978.

For articles of incorporation of waterworks companies to be acknowledged, see 62-2-1 NMSA 1978.

For articles of incorporation of rural electric cooperatives to be acknowledged, see 62-15-6 NMSA 1978.

For bill of sale of animals to be acknowledged, see 77-9-21 to 77-9-24 NMSA 1978.



For provisions relating to herd law districts, see 77-12-3 NMSA 1978.

**Acknowledgment not part of instrument.** - Although an acknowledgment is required before an instrument may be filed, in the absence of a statute so providing, an acknowledgment is not a part of an instrument, and is not necessary to its validity. *Garrett Bldg. Centers, Inc. v. Hale*, 95 N.M. 450, 623 P.2d 570 (1981).

**Deeds are required to be acknowledged for recordation** and to protect the grantee against subsequent purchasers in good faith and without notice. *New Mexico Properties, Inc. v. Lennox Indus., Inc.* 95 N.M. 64, 618 P.2d 1228 (1980).

**Deeds are not required to be acknowledged**, except for recordation, and for the protection of the grantee against subsequent purchasers in good faith and without notice. *Garcia v. Leal*, 30 N.M. 249, 231 P. 631 (1924).

Acknowledgment is not essential to validity of deed of conveyance as between its parties. *Kitchen v. Canavan*, 36 N.M. 273, 13 P.2d 877 (1932).

**Absence of valid acknowledgment does not render instrument void.** *Vorenberg v. Bosserman*, 17 N.M. 433, 130 P. 438 (1913).

**Absence of acknowledgment does not affect conveyance between parties.** - Absence of an acknowledgment to a deed or instrument of conveyance does not affect its validity or render it void as between parties. *New Mexico Properties, Inc. v. Lennox Indus., Inc.* 95 N.M. 64, 618 P.2d 1228 (1980).

**Valid materialmen's lien does not affect conveyance between parties.** - A valid materialmen's lien which lacked an acknowledgment, but had been filed and recorded, was valid and binding as between the parties to an action on the lien. *Garrett Bldg. Centers, Inc. v. Hale*, 95 N.M. 450, 623 P.2d 570 (1981).

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 1A C.J.S. Acknowledgments § 7.

### **14-13-13. [Validation of former acknowledgments; 1951 act.]**

All acknowledgments taken outside the state of New Mexico prior to the passage and approval of this act [this section], before any officer authorized by the laws of this state to take such acknowledgments, under the seal of such officer, and all acknowledgments taken within this state before the passage and approval of this act, before any officer authorized by law to take acknowledgments, notwithstanding any defect in the form of a certificate of acknowledgment or the failure to show the date of the expiration of the commission of the officer before whom such acknowledgment was taken or the failure to show that the seal of said officer was affixed to the instrument acknowledged and/or notwithstanding the failure of such acknowledgment to comply with the provisions of Section 14-13-10 NMSA 1978, if the marital status of any married woman uniting with her husband in the execution of any instrument may otherwise appear from the body of

the instrument so acknowledged, and the record thereof in the office of the county clerk, are hereby confirmed and made valid to the extent as though said certificate of acknowledgment and the record thereof had been in the form prescribed by law.

**History:** 1941 Comp., § 46-114, enacted by Laws 1951, ch. 14, § 1; 1953 Comp., § 43-1-14.

## ANNOTATIONS

**Bracketed material.** - The bracketed material in this section was inserted by the compiler. It was not enacted by the legislature and is not a part of the law.

**Prior validating acts.** - Laws 1873-1874, ch. 14, § 3; C.L. 1884, § 2773; C.L. 1897, § 3969; Code 1915, § 2; C.S. 1929, § 1-102.

Laws 1882, ch. 27, § 1; C.L. 1884, § 2741; C.L. 1897, § 3931; Code 1915, § 3; C.S. 1929, § 1-103.

Laws 1913, ch. 13, § 1; Code 1915, § 4; C.S. 1929, § 1-104.

Laws 1921, ch. 164, §§ 1, 2; C.S. 1929, §§ 1-105, 1-106.

Laws 1929, ch. 59, § 1; C.S. 1929, § 1-107.

Laws 1933, ch. 17, § 1.

Laws 1939, ch. 41, § 1; 1941 Comp., § 46-113.

Laws 1947, ch. 195, § 1.

**Generally.** - The act of 1874 curing defective acknowledgment did not supply the want nor obviate the necessity of an acknowledgment as between the parties thereto. *Armijo v. New Mexico Town Co.* 3 N.M. (Gild.) 427, 5 P. 709 (1885).

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 1 Am. Jur. 2d Acknowledgments § 78.

1A C.J.S. Acknowledgments §§ 83, 84.

### **14-13-14. [Validation of former acknowledgments; 1957 act.]**

All acknowledgments taken outside the state of New Mexico prior to the passage and approval of this act [this section], before any officer authorized by the laws of this state to take such acknowledgments, under the seal of such officer, and all acknowledgments taken within this state before the passage and approval of this act, before any officer authorized by law to take acknowledgments, notwithstanding any defect in the form of a certificate of acknowledgment or the failure to show the date of the expiration of the

commission of the officer before whom such acknowledgment was taken or the failure to show that the seal of said officer was affixed to the instrument acknowledged and/or notwithstanding the failure of such acknowledgment to comply with the provisions of Section 14-13-10 NMSA 1978, if the marital status of any married woman uniting with her husband in the execution of any instrument may otherwise appear from the body of the instrument so acknowledged, and the record thereof in the office of the county clerk, are hereby confirmed and made valid to the extent as though said certificate of acknowledgment and the record thereof has been in the form prescribed by law.

**History:** 1953 Comp., § 43-1-14.1, enacted by Laws 1957, ch. 110, § 1.

### **ANNOTATIONS**

**Bracketed material.** - The bracketed material in this section was inserted by the compiler. It was not enacted by the legislature and is not a part of the law.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 1 Am. Jur. 2d Acknowledgments § 78.

1A C.J.S. Acknowledgments §§ 83, 84.

### **14-13-15. [Validation of former acknowledgments; 1965 act.]**

All acknowledgments taken outside the state of New Mexico prior to the passage and approval of this act [this section], before any officer authorized by the laws of this state to take such acknowledgments, under the seal of such officer, and all acknowledgments taken within this state before the passage and approval of this act, before any officer authorized by law to take acknowledgments, notwithstanding any defect in the form of a certificate of acknowledgment or the failure to show the date of the expiration of the commission of the officer before whom such acknowledgment was taken or the failure to show that the seal of said officer was affixed to the instrument acknowledged and/or notwithstanding the failure of such acknowledgment to comply with the provisions of Section 14-13-10 NMSA 1978, if the marital status of any married woman uniting with her husband in the execution of any instrument may otherwise appear from the body of the instrument so acknowledged, and the record thereof in the office of the county clerk, are hereby confirmed and made valid to the extent as though said certificate of acknowledgment and the record thereof has been in the form prescribed by law.

**History:** 1953 Comp., § 43-1-14.2, enacted by Laws 1965, ch. 186, § 1.

### **ANNOTATIONS**

**Bracketed material.** - The bracketed material in this section was inserted by the compiler. It was not enacted by the legislature and is not a part of the law.

**Prior validating acts.** - See 14-13-13, 14-13-14 NMSA 1978 and notes to 14-13-13 NMSA 1978.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 1 Am. Jur. 2d Acknowledgments § 78.

1A C.J.S. Acknowledgments §§ 83, 84.

### **14-13-16. Validation of former acknowledgments; 1967 act.**

All acknowledgments taken outside the state of New Mexico prior to the passage and approval of this act [this section], before any officer authorized by the laws of this state to take such acknowledgments, under the seal of such officer, and all acknowledgments taken within this state before the passage and approval of this act, before any officer authorized by law to take acknowledgments, notwithstanding any defect in the form of a certificate of acknowledgment or the failure to show the date of the expiration of the commission of the officer before whom such acknowledgment was taken or the failure to show that the seal of said officer was affixed to the instrument acknowledged and/or notwithstanding the failure of such acknowledgment to comply with the provisions of Section 14-13-10 NMSA 1978, if the marital status of any married woman uniting with her husband in the execution of any instrument may otherwise appear from the body of the instrument so acknowledged, and the record thereof in the office of the county clerk, are hereby confirmed and made valid to the extent as though said certificate of acknowledgment and the record thereof has been in the form prescribed by law.

**History:** 1953 Comp., § 43-1-14.3, enacted by Laws 1967, ch. 80, § 1.

### **ANNOTATIONS**

**Bracketed material.** - The bracketed material in this section was inserted by the compiler. It was not enacted by the legislature and is not a part of the law.

**Prior validating acts.** - See 14-13-13, 14-13-14, 14-13-15 NMSA 1978 and notes to 14-13-13 NMSA 1978.

### **14-13-17. Validation of former acknowledgments; 1971 act.**

All acknowledgments taken outside the state of New Mexico prior to the passage and approval of this act [this section], before any officer authorized by the laws of this state to take such acknowledgments, under the seal of such officer, and all acknowledgments taken within this state before the passage and approval of this act, before any officer authorized by law to take acknowledgments, notwithstanding any defect in the form of a certificate of acknowledgment or the failure to show the date of the expiration of the commission of the officer before whom such acknowledgment was taken or the failure to show that the seal of said officer was affixed to the instrument acknowledged and/or notwithstanding the failure of such acknowledgment to comply with the provisions of Section 14-13-10 NMSA 1978, if the marital status of any married woman uniting with her husband in the execution of any instrument may otherwise appear from the body of the instrument so acknowledged, and the record thereof in the office of the county clerk,

are hereby confirmed and made valid to the extent as though said certificate of acknowledgment and the record thereof has been in the form prescribed by law.

**History:** 1953 Comp., § 43-1-14.4, enacted by Laws 1971, ch. 165, § 1.

### **ANNOTATIONS**

**Bracketed material.** - The bracketed material in this section was inserted by the compiler. It was not enacted by the legislature and is not a part of the law.

**Prior validating acts.** - See 14-13-13, 14-13-14, 14-13-15, 14-13-16 NMSA 1978 and notes to 14-13-13 NMSA 1978.

### **14-13-18. Validation of former acknowledgments; 1975 act.**

All acknowledgments taken outside the state of New Mexico prior to the passage and approval of this act [this section], before any officer authorized by the laws of this state to take such acknowledgments, under the seal of such officer, and all acknowledgments taken within this state before the passage and approval of this act, before any officer authorized by law to take acknowledgments, notwithstanding any defect in the form of a certificate of acknowledgment or the failure to show the date of the expiration of the commission of the officer before whom such acknowledgment was taken or the failure to show that the seal of said officer was affixed to the instrument acknowledged and/or notwithstanding the failure of such acknowledgment to comply with the provisions of Section 14-13-10 NMSA 1978, if the marital status of any married woman uniting with her husband in the execution of any instrument may otherwise appear from the body of the instrument so acknowledged, and the record thereof in the office of the county clerk, are hereby confirmed and made valid to the extent as though said certificate of acknowledgment and the record thereof has been in the form prescribed by law.

**History:** 1953 Comp., § 43-1-14.5, enacted by Laws 1975, ch. 198, § 1.

### **ANNOTATIONS**

**Bracketed material.** - The bracketed material in this section was inserted by the compiler. It was not enacted by the legislature and is not a part of the law.

**Prior validating acts.** - See 14-13-13, 14-13-14, 14-13-15, 14-13-16, 14-13-17 NMSA 1978 and notes to 14-13-13 NMSA 1978.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 1 Am. Jur. 2d Acknowledgments § 78.

1A C.J.S. Acknowledgments §§ 83, 84.

### **14-13-19 to 14-13-23. Repealed.**

## ANNOTATIONS

**Repeals.** - Laws 1993, ch. 281, § 12 repeals 14-13-19 through 14-14-23 NMSA 1978, as enacted or amended by Laws 1955, ch. 82, §§ 1, 2, and 4, and Laws 1981, ch. 212, §§ 1 and 2, relating to short forms of acknowledgment, effective July 1, 1993. For provisions of former section, see 1988 Replacement Pamphlet. For present comparable provisions, see 14-14-8 NMSA 1978.

### **14-13-24. [Validation of certain prior acknowledgments.]**

All acknowledgments taken outside the state of New Mexico prior to the passage and approval of this act [this section], before any officer authorized by either the laws of the jurisdiction where taken or the laws of this state to take such acknowledgments, and all acknowledgments taken within this state before the passage and approval of this act, before any officer authorized by law to take acknowledgments, notwithstanding the form of the certificate of acknowledgment or the failure to show the date of the expiration of the commission of the officer before whom such acknowledgment [acknowledgment] was taken or the failure to show that the seal of said officer was affixed to the instrument acknowledged and/or notwithstanding the failure of such acknowledgment to comply with the provisions of Section 14-13-10 NMSA 1978, if the marital status of any married woman uniting with her husband in the execution of any instrument may otherwise appear from the body of the instrument so acknowledged, and the record thereof in the office of the county clerk, are hereby confirmed and made valid to the extent as though said certificate of acknowledgment and the record thereof has been in the form prescribed by law.

**History:** Laws 1981, ch. 212, § 3.

## ANNOTATIONS

**Bracketed material.** - The bracketed material in this section was inserted by the compiler. It was not enacted by the legislature and is not a part of the law.

**Prior validating acts.** - See 14-13-13, 14-13-14, 14-13-15, 14-13-16, 14-13-17, 14-13-18 NMSA 1978 and notes to 14-13-13 NMSA 1978.

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 1 Am. Jur. 2d Acknowledgments § 78.

1A C.J.S. Acknowledgments §§ 83, 84.

### **14-13-25. Validation of certain prior acknowledgments.**

All acknowledgments taken outside the state before any officer authorized by either the laws of the jurisdiction where taken or the laws of this state to take such acknowledgments, and all acknowledgments taken within this state before any officer authorized by law to take acknowledgments, that have been filed and are of record in

the appropriate office as provided by law for a period of ten years or more without challenge to the form or content of the acknowledgment, are considered valid, notwithstanding the form of the certificate of acknowledgment or the failure to show the date of the expiration of the commission of the officer before whom the acknowledgment was taken or the failure to show that the seal of the officer was affixed to the instrument acknowledged, and notwithstanding the failure of the acknowledgment to comply with the provisions of Section 14-13-10 NMSA 1978 if the marital status of any married woman uniting with her husband in the execution of any instrument may otherwise appear from the body of the instrument so acknowledged, and the record thereof in the office of the county clerk, are hereby confirmed and made valid to the extent as though the certificate of acknowledgment and the record thereof had been in the form prescribed by law.

**History:** Laws 1991, ch. 92, § 1.

## **ANNOTATIONS**

**Cross references.** - For acknowledgment necessary for recording, decrees, and exceptions, see 14-8-4.

# **ARTICLE 14**

## **UNIFORM LAW ON NOTARIAL ACTS**

### **14-14-1. Definitions.**

As used in the Uniform Law on Notarial Acts [14-14-1 to 14-14-11 NMSA 1978]:

A. "notarial act" means any act that a notary public of this state is authorized to perform and includes taking an acknowledgment, administering an oath or affirmation, taking a verification upon oath or affirmation, witnessing or attesting a signature, certifying or attesting a copy and noting a protest of a negotiable instrument;

B. "acknowledgment" means a declaration by a person that the person has executed an instrument for the purposes stated therein and, if the instrument is executed in a representative capacity, that the person signed the instrument with proper authority and executed it as the act of the person or entity represented and identified therein;

C. "verification upon oath or affirmation" means a declaration that a statement is true made by a person upon oath or affirmation;

D. "in a representative capacity" means:

(1) for and on behalf of a corporation, partnership, trust or other entity, as an authorized officer, agent, partner, trustee or other representative;

(2) as a public officer, personal representative, guardian or other representative, in the capacity recited in the instrument;

(3) as an attorney in fact for a principal; or

(4) in any other capacity as an authorized representative of another; and

E. "notarial officer" means a notary public or other officer authorized to perform notarial acts.

**History:** Laws 1993, ch. 281, § 1.

### **ANNOTATIONS**

**Cross references.** - For administration of oath, see 14-13-1 NMSA 1978.

For administration of affirmation in lieu of oath, see 14-13-2 NMSA 1978.

For form of oath to jurors on voir dire in civil cases, see UJI 13-102.

For form of oath to jurors on voir dire in criminal cases, see UJI 14-122.

For form of oath to impaneled jurors in criminal cases, see UJI 14-123.

**Law reviews.** - For article, "Attachment in New Mexico - Part I," see 1 Nat. Resources J. 303 (1961).

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 1 Am. Jur. 2d Acknowledgments § 4; 23 Am. Jur. 2d Deeds § 106.

1A C.J.S. Acknowledgments §§ 33, 37 and 38.

### **14-14-2. Notarial acts.**

A. In taking an acknowledgment, the notarial officer shall determine, either from personal knowledge or from satisfactory evidence, that the person appearing before the officer and making the acknowledgment is the person whose true signature is on the instrument.

B. In taking a verification upon oath or affirmation, the notarial officer shall determine, either from personal knowledge or from satisfactory evidence, that the person appearing before the officer and making the verification is the person whose true signature is on the statement verified.



C. In witnessing or attesting a signature the notarial officer shall determine, either from personal knowledge or from satisfactory evidence, that the signature is that of the person appearing before the officer and named therein.

D. In certifying or attesting a copy of a document or other item, the notarial officer shall determine that the proffered copy is a full, true and accurate transcription or reproduction of the one that was copied.

E. In making or noting a protest of a negotiable instrument the notarial officer shall determine the matters set forth in Section 55-3-505 NMSA 1978.

F. A notarial officer has satisfactory evidence that a person is the person whose true signature is on a document if that person is:

(1) personally known to the notarial officer;

(2) identified upon the oath or affirmation of a credible witness personally known to the notarial officer; or

(3) identified on the basis of identification documents.

**History:** Laws 1993, ch. 281, § 2.

### **14-14-3. Notarial acts in this state.**

A. A notarial act may be performed within this state by the following persons:

(1) a notary public of this state;

(2) a judge, clerk or deputy clerk of any court of this state; or

(3) a person authorized by the law of this state to administer oaths.

B. Notarial acts performed within this state under federal authority as provided in Section 5 [14-14-5 NMSA 1978] of the Uniform Law on Notarial Acts have the same effect as if performed by a notarial officer of this state.

C. The signature and title of a person performing a notarial act are prima facie evidence that the signature is genuine and that the person holds the designated title.

**History:** Laws 1993, ch. 281, § 3.

### **ANNOTATIONS**

**Cross references.** - For power to administer oath, see 14-13-3 NMSA 1978.

#### **14-14-4. Notarial acts in other jurisdictions of the United States.**

A. A notarial act has the same effect under the law of this state as if performed by a notarial officer of this state, if performed in another state, commonwealth, territory, district or possession of the United States by any of the following persons:

- (1) a notary public of that jurisdiction;
- (2) a judge, clerk or deputy clerk of a court of that jurisdiction; or
- (3) any other person authorized by the law of that jurisdiction to perform notarial acts.

B. Notarial acts performed in other jurisdictions of the United States under federal authority as provided in Section 5 [14-14-5 NMSA 1978] of the Uniform Law on Notarial Acts have the same effect as if performed by a notarial officer of this state.

C. The signature and title of a person performing a notarial act are prima facie evidence that the signature is genuine and that the person holds the designated title.

D. The signature and indicated title of an officer listed in Paragraph (1) or (2) of Subsection A of this section conclusively establish the authority of a holder of that title to perform a notarial act.

**History:** Laws 1993, ch. 281, § 4.

#### **14-14-5. Notarial acts under federal authority.**

A. A notarial act has the same effect under the law of this state as if performed by a notarial officer of this state if performed anywhere by any of the following persons under authority granted by the law of the United States:

- (1) a judge, clerk or deputy clerk of a court;
- (2) a commissioned officer on active duty in the military service of the United States;
- (3) an officer of the foreign service or consular officer of the United States; or
- (4) any other person authorized by federal law to perform notarial acts.

B. The signature and title of a person performing a notarial act are prima facie evidence that the signature is genuine and that the person holds the designated title.

C. The signature and indicated title of an officer listed in Paragraph (1), (2) or (3) of Subsection A of this section conclusively establish the authority of a holder of that title to perform a notarial act.

**History:** Laws 1993, ch. 281, § 5.

#### **14-14-6. Foreign notarial acts.**

A. A notarial act has the same effect under the law of this state as if performed by a notarial officer of this state if performed within the jurisdiction of and under authority of a foreign nation or its constituent units or a multinational or international organization by any of the following persons:

(1) a notary public or notary;

(2) a judge, clerk or deputy clerk of a court of record; or

(3) any other person authorized by the law of that jurisdiction to perform notarial acts.

B. An "apostille" in the form prescribed by the Hague Convention of October 5, 1961, conclusively establishes that the signature of the notarial officer is genuine and that the officer holds the indicated office.

C. A certificate by a foreign service or consular officer of the United States stationed in the nation under the jurisdiction of which the notarial act was performed or a certificate by a foreign service or consular officer of that nation stationed in the United States conclusively establishes any matter relating to the authenticity or validity of the notarial act set forth in the certificate.

D. An official stamp or seal of the person performing the notarial act is prima facie evidence that the signature is genuine and that the person holds the indicated title.

E. An official stamp or seal of an officer listed in Paragraph (1) or (2) of Subsection A of this section is prima facie evidence that a person with the indicated title has authority to perform notarial acts.

F. If the title of office and indication of authority to perform notarial acts appears either in a digest of foreign law or in a list customarily used as a source for that information, the authority of an officer with that title to perform notarial acts is conclusively established.

**History:** Laws 1993, ch. 281, § 6.

#### **14-14-7. Certificate of notarial acts.**

A. A notarial act shall be evidenced by a certificate signed and dated by a notarial officer. The certificate shall include identification of the jurisdiction in which the notarial act is performed and the title of the office of the notarial officer and may include the official stamp or seal of office. If the officer is a notary public, the certificate shall also indicate the date of expiration, if any, of the commission of office, but omission of that information may subsequently be corrected. If the officer is a commissioned officer on

active duty in the military service of the United States, it shall also include the officer's rank.

B. A certificate of a notarial act is sufficient if it meets the requirements of Subsection A of this section and it:

(1) is in the short form set forth in Section 8 [14-14-8 NMSA 1978] of the Uniform Law on Notarial Acts;

(2) is in a form otherwise prescribed by the law of this state;

(3) is in a form prescribed by the laws or regulations applicable in the place in which the notarial act was performed; or

(4) sets forth the actions of the notarial officer and those are sufficient to meet the requirements of the designated notarial act.

C. By executing a certificate of a notarial act, the notarial officer certifies that he has made the determinations required by Section 2 [ 14-14-2 NMSA 1978] of the Uniform Law on Notarial Acts.

**History:** Laws 1993, ch. 281, § 7.

## ANNOTATIONS

**Cross references.** - For provisions relating to conveyances generally, see 47-1-1 NMSA 1978 et seq.

**Acknowledgment not part of instrument.** - Although an acknowledgment is required before an instrument may be filed, in the absence of a statute so providing, an acknowledgment is not a part of an instrument and is not necessary to its validity. *Garrett Bldg. Centers, Inc. v. Hale*, 95 N.M. 450, 623 P.2d 570 (1981).

**Recorded and filed lien, lacking acknowledgment, valid and binding.** - A valid materialmen's lien which lacked an acknowledgment, but had been filed and recorded, was valid and binding as between the parties to an action on the lien. *Garrett Bldg. Centers, Inc. v. Hale*, 95 N.M. 450, 623 P.2d 570 (1981).

**Sufficiency of acknowledgment.** - Substantial compliance with this section in regard to acknowledgment is sufficient. *Byers Bros. & Co. Live Stock Comm'n Corp. v. McKenzie*, 30 N.M. 487, 239 P. 525 (1925).

The acknowledgment of a member of a copartnership was sufficient where form used expressed fact of acknowledgment being made, and also that the person making it was known to the official making the acknowledgment. *Byers Bros. & Co. Live Stock Comm'n Corp. v. McKenzie*, 30 N.M. 487, 239 P. 525 (1925).

**Substantial compliance.** - Mortgagee substantially complied with the requirements for acknowledgment of a mortgage where the mortgage showed the name of the corporation appearing just above the form of acknowledgment and the only information not appearing was the state of incorporation of the acknowledging corporation. *Security Fed. Sav. & Loan Ass'n v. Commercial Inv., Ltd.* 92 Bankr. 488 (Bankr. D.N.M. 1988).

**Insufficient compliance.** - An acknowledgment in the following form: "This mortgage was acknowledged before me by O.G. Keysor, this 11th day of April, 1911," was invalid. It was not a substantial compliance with the statutory requirements. *Vorenberg v. Bosserman*, 17 N.M. 433, 130 P. 438 (1913).

Where there was no recital that the mortgagor acknowledged that he executed the instrument, or that the person who appeared before the notary was the person described in and who executed the instrument, the acknowledgment was insufficient. *Vorenberg v. Bosserman*, 17 N.M. 433, 130 P. 438 (1913).

Where claim of mechanic's lien filed by plumbing company was signed in the name of the company by a partner, an acknowledgment to the claim in the form provided was an insufficient compliance with the requirements of verification under 48-2-6 NMSA 1978 where there was a total absence of any words confirming correctness, truth or authenticity by affidavit, oath, deposition or otherwise. *Home Plumbing & Contracting Co. v. Pruitt*, 70 N.M. 182, 372 P.2d 378 (1962).

**Limitation on acknowledgment to mechanic's lien.** - Acknowledgment to a mechanic's lien in the form provided by this section insufficient to comply with the verification requirement of 48-2-6 NMSA 1978. *New Mexico Properties, Inc. v. Lennox Indus., Inc.* 95 N.M. 64, 618 P.2d 1228 (1980).

**Law reviews.** - For article, "Attachment in New Mexico - Part I," see 1 *Nat. Resources J.* 303 (1961).

**Am. Jur. 2d, A.L.R. and C.J.S. references.** - 1 *Am. Jur. 2d Acknowledgments* § 26; 23 *Am. Jur. 2d Deeds* § 106.

Necessity and sufficiency of officer's jurat or certificate as to oath, 1 *A.L.R.* 1568, 116 *A.L.R.* 587.

Proof of identity upon which officer certifying to an acknowledgment is justified in acting, 10 *A.L.R.* 871.

Formal acknowledgment of instrument by one whose name is signed thereto by another as an adoption of the signature, 57 *A.L.R.* 525.

Option in lease for extension of term or for a new lease as creating necessity for acknowledgment, 161 *A.L.R.* 1094.

Sufficiency of certificate of acknowledgment, 25 A.L.R.2d 1124.

1A C.J.S. Acknowledgments §§ 6, 69, 71.

### 14-14-8. Certificates of notarial acts; short forms.

The following short form certificates of notarial acts are sufficient for the purposes indicated, if completed with the information required by Subsection A of Section 7 [14-14-7 NMSA 1978] of the Uniform Law on Notarial Acts:

A. for an acknowledgment in an individual capacity:

State of \_\_\_\_\_  
(County) of \_\_\_\_\_  
This instrument was acknowledged before me  
on **(date)** by **(name(s) of person(s))**  
**(Signature of**  
**notarial officer)**  
(Seal, if any) Title (and Rank)  
[My commission expires: \_\_\_\_\_];

B. for an acknowledgment in a representative capacity:

State of \_\_\_\_\_  
(County) of \_\_\_\_\_  
This instrument was acknowledged before me on **(date)** by  
**(name(s) of person(s))** as **(type of authority, e.g., officer, trustee, etc.)** of **(name of party on behalf of whom instrument was executed.)**  
**(Signature of**  
**notarial officer)**  
(Seal, if any) Title (and Rank)  
[My commission expires: \_\_\_\_\_];

C. for a verification upon oath or affirmation:

State of \_\_\_\_\_  
(County) of \_\_\_\_\_  
Signed and sworn to (or affirmed) before me on **(date)** by  
**(name(s) of person(s) making statement)**.  
**(Signature of**  
**notarial officer)**

(Seal, if  
any)  
Rank)

Title (and

[My commission

expires: \_\_\_\_\_];

D. for witnessing or attesting a signature:

State of \_\_\_\_\_  
(County) of \_\_\_\_\_

Signed or attested before me on **date** by **names(s) of  
person(s)** .

**(Signature of**

**notarial officer)**

(Seal, if  
any)  
Rank)

Title (and

[My commission

expires: \_\_\_\_\_];  
and

E. for attestation of a copy of a document:

State of \_\_\_\_\_  
(County) of \_\_\_\_\_

I certify that this is a true and correct copy of a document  
in the possession of \_\_\_\_\_ . Dated

**(Signature of**

**notarial officer)**

(Seal, if  
any)  
Rank)

Title (and

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**History:** Laws 1993, ch. 281, § 8.

### **14-14-9. Notarial acts affected by the uniform law on notarial acts.**

The Uniform Law on Notarial Acts [14-14-1 to 14-14-11 NMSA 1978] applies to notarial acts performed on or after its effective date.

**History:** Laws 1993, ch. 281, § 9.

### **14-14-10. Uniformity of application and construction.**

The Uniform Law on Notarial Acts [14-14-1 to 14-14-11 NMSA 1978] shall be applied and construed to effectuate its general purpose to make uniform the law with respect to its subject among states enacting it.

**History:** Laws 1993, ch. 281, § 10.

### **14-14-11. Short title.**

This act [14-14-1 to 14-14-11 NMSA 1978] may be cited as the "Uniform Law on Notarial Acts".

**History:** Laws 1993, ch. 281, § 11.

## **ARTICLE 15 ELECTRONIC AUTHENTICATION OF DOCUMENTS**

### **14-15-1. Short title.**

This act [14-15-1 to 14-15-6 NMSA 1978] may be cited as the "Electronic Authentication of Documents Act".

**History:** Laws 1996, ch. 11, § 1.

### **ANNOTATIONS**

**Cross references.** - For electronic authentication as substitution for a signature on any document, see 14-3-15.2 NMSA 1978.

**Effective dates.** - Laws 1996, ch. 11, § 8, makes the Electronic Authentication of Documents Act effective July 1, 1996.

### **14-15-2. Purpose.**

The purpose of the Electronic Authentication of Documents Act [14-15-1 to 14-15-6 NMSA 1978] is to:

- A. provide a centralized technical approach to authenticating electronic documents;
- B. promote electronic commerce by eliminating barriers resulting from uncertainties over signature requirements and promoting the development of the legal and business infrastructure necessary to implement secure electronic commerce;
- C. facilitate electronic filing of documents with government agencies and promote efficient delivery of government services by means of reliable, secure electronic records and document transactions;



D. establish a coherent approach to rules and standards regarding the authentication of electronic records; and

E. promote technological neutrality in electronic authentication.

**History:** Laws 1996, ch. 11, § 2; 1999, ch. 32, § 1; 2001, ch. 69, § 1.

### **ANNOTATIONS**

**The 1999 amendment**, effective June 18, 1999, inserted "sector" in Subsection A; in Subsection B inserted "electronic" and added the language beginning "by eliminating" to the end; substituted the language beginning "filing of documents" through "electronic records" for "information" in Subsection C; and added Subsection D.

**The 2001 amendment**, effective July 1, 2001, rewrote Subsection A, which formerly read "proved a centralized public sector electronic registry for authenticating electronic documents by means of a public and private key system"; in Subsection D, deleted "and integrity" following "authentication" and deleted "that can serve as a model to be adopted by other states and help to promote uniformity among the various states" following "electronic records"; and added Subsection E.

**Effective dates.** - Laws 1996, ch. 11, § 8, makes the Electronic Authentication of Documents Act effective July 1, 1996.

### **14-15-3. Definitions.**

As used in the Electronic Authentication of Documents Act [14-15-1 to 14-15-6 NMSA 1978]:

A. "authenticate" means to ascertain the identity of the originator, verify the integrity of the electronic data and establish a link between the data and the originator;

B. "document" means an identifiable collection of words, letters or graphical knowledge representations, regardless of the mode of representation. "Document" includes correspondence, agreements, invoices, reports, certifications, maps, drawings and images in both electronic and hard copy formats;

C. "electronic authentication" means the electronic signing of a document that establishes a verifiable link between the originator of a document and the document by means of optical, electrical, digital, magnetic, electromagnetic, wireless, telephonic, biological, a public key and private key system or other technology providing similar capabilities;

D. "office" means the information technology management office;

E. "originator" means the person who signs a document electronically;

F. "person" means an individual or entity, including:

(1) an estate, trust, receiver, cooperative association, club, corporation, company, firm, partnership, joint venture or syndicate; and

(2) any federal, state or local governmental unit or subdivision or any agency, department or instrumentality thereof;

G. "signed" or "signature" means a symbol executed or adopted or a security procedure employed or adopted using electronic means or otherwise, by or on behalf of a person with the intent to authenticate a record; and

H. "technological neutrality" means the methods selected to carry out electronic authentication that do not require or accord greater legal status or effect to the implementation or application of a specific technology or technical specification for performing the functions of creating, storing, generating, receiving, communicating or authenticating electronic records or electronic signatures.

**History:** Laws 1996, ch. 11, § 3; 1999, ch. 32, § 2; 2001, ch. 69, § 2.

## ANNOTATIONS

**The 1999 amendment**, effective June 18, 1999, added Subsections C, D, and H; redesignated former Subsections C to E, F to K, and M to O as Subsections E to G, I to N, and O to Q, respectively; inserted "in a public and private key system" following "means" in Subsection G; substituted "a digital signature" for "an electronic authentication" at the end of Subsections L and M; substituted "message digest function" for "secure hash code" at the end of Subsection N(2); deleted former Subsection L, which defined "record abstraction"; substituted the language beginning "a system for" to the end for "a database or other electronic structure that binds a person's name or other identity to a public key" in Subsection O; deleted former Subsection P, which defined "secure hash code"; deleted former Subsection Q, which defined "sign" or "signing"; and made minor stylistic changes.

**The 2001 amendment**, effective July 1, 2001, deleted former Subsections A, C, D, G, H, L, M, N, O, P and Q, which contained definitions for "archival listing", "certificate", "digital signature", "key pair", "message digest function", "private key", "public key", "public and private key system", "register", "revocation" and "secretary", respectively, and renumbered the remaining subsections accordingly; in Subsection C, inserted "optical, electrical, digital, magnetic, electromagnetic, wireless telephonic, biological" and "or other technology providing similar capabilities"; substituted "information technology management office" for "office of electronic documentation" in Subsection D; and added Subsection H.

**Effective dates.** - Laws 1996, ch. 11, § 8, makes the Electronic Authentication of Documents Act effective July 1, 1996.

## **14-15-4. Repealed.**

### **ANNOTATIONS**

**Repeals.** - Laws 2001, ch. 69, § 5 repeals 14-15-4 NMSA 1978, as enacted by Laws 1996, ch. 11, § 4, regarding the office of electronic documentation, effective July 1, 2001. For provisions of former section, see 1999 Cumulative Supplement.

## **14-15-5. Rules.**

A. The information technology commission shall adopt rules and standards to accomplish the purposes of the Electronic Authentication of Documents Act [14-15-1 to 14-15-6 NMSA 1978].

B. The rules shall address circumstances under which standards other than adopted standards may be used.

**History:** Laws 1996, ch. 11, § 5; 2001, ch. 69, § 3.

### **ANNOTATIONS**

**The 2001 amendment,** effective July 1, 2001, rewrote the section, which formerly authorized the secretary of state to issue regulations to accomplish the purposes of the act.

**Effective dates.** - Laws 1996, ch. 11, § 8, makes the Electronic Authentication of Documents Act effective July 1, 1996.

## **14-15-6. Contracting services.**

The office may contract with a private, public or quasi-public organization for the provision of services under the Electronic Authentication of Documents Act [14-15-1 to 14-15-6 NMSA 1978]. A contract for services shall comply with rules adopted pursuant to the Electronic Authentication of Documents Act and the provisions of the Public Records Act [Chapter 14, Article 3 NMSA 1978] and the Procurement Code [13-1-28 NMSA 1978].

**History:** Laws 1996, ch. 11, § 6; 2001, ch. 69, § 4.

### **ANNOTATIONS**

**The 2001 amendment,** effective July 1, 2001, substituted "office" for "secretary" and substituted "rules" for "regulations".

**Effective dates.** - Laws 1996, ch. 11, § 8, makes the Electronic Authentication of Documents Act effective July 1, 1996.

# ARTICLE 16

## UNIFORM ELECTRONIC TRANSACTIONS

### 14-16-1. Short title.

This act [14-16-1 to 14-16-19 NMSA 1978] may be cited as the "Uniform Electronic Transactions Act".

**History:** Laws 2001, ch. 131, § 1.

### ANNOTATIONS

**Effective dates.** - Laws 2001, ch. 131, § 21 makes the Uniform Electronic Transactions Act effective July 1, 2001.

### 14-16-2. Definitions.

As used in the Uniform Electronic Transactions Act [14-16-1 to 14-16-19 NMSA 1978]:

- (1) "agreement" means the bargain of the parties in fact, as found in their language or inferred from other circumstances and from rules and procedures given the effect of agreements under laws otherwise applicable to a particular transaction;
- (2) "automated transaction" means a transaction conducted or performed, in whole or in part, by electronic means or electronic records, in which the acts or records of one or both parties are not reviewed by an individual in the ordinary course in forming a contract, performing under an existing contract or fulfilling an obligation required by the transaction;
- (3) "computer program" means a set of statements or instructions to be used directly or indirectly in an information processing system in order to bring about a certain result;
- (4) "contract" means the total legal obligation resulting from the parties' agreement as affected by the Uniform Electronic Transactions Act [14-16-1 to 14-16-19 NMSA 1978] and other applicable law;
- (5) "electronic" means relating to technology having electrical, digital, magnetic, wireless, telephonic, optical, electromagnetic or similar capabilities;
- (6) "electronic agent" means a computer program or an electronic or other automated means used independently to initiate an action or respond to electronic records or performances, in whole or in part, without review or action by an individual;
- (7) "electronic record" means a record created, generated, sent, communicated, received or stored by electronic means;

(8) "electronic signature" means an electronic sound, symbol or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record;

(9) "governmental agency" means an executive, legislative or judicial agency, department, board, commission, authority, institution or instrumentality of the federal government or of a state or of a county, municipality or other political subdivision of a state;

(10) "information" means data, text, images, sounds, codes, computer programs, software, databases or the like;

(11) "information processing system" means an electronic system for creating, generating, sending, receiving, storing, displaying or processing information;

(12) "person" means an individual, corporation, business trust, estate, trust, partnership, limited liability company, association, joint venture, governmental agency, public corporation or any other legal or commercial entity;

(13) "record" means information that is inscribed on a tangible medium or that is stored in an electronic or other medium and is retrievable in a perceivable form;

(14) "security procedure" means a procedure employed for the purpose of verifying that an electronic signature, record or performance is that of a specific person or for detecting changes or errors in the information in an electronic record. The term includes a procedure that requires the use of algorithms or other codes, identifying words or numbers, encryption, callback or other acknowledgment procedures;

(15) "state" means a state of the United States, the District of Columbia, Puerto Rico, the United States Virgin Islands or any territory or insular possession subject to the jurisdiction of the United States. The term includes an Indian tribe, an Indian band or an Alaskan native village, which is recognized by federal law or formally acknowledged by a state; and

(16) "transaction" means an action or set of actions occurring between two or more persons relating to the conduct of business, commercial affairs or governmental affairs.

**History:** Laws 2001, ch. 131, § 2.

## **ANNOTATIONS**

**Effective dates.** - Laws 2001, ch. 131, § 21 makes the Uniform Electronic Transactions Act effective July 1, 2001.

### **14-16-3. Scope.**

(a) Except as otherwise provided in Subsection (b), the Uniform Electronic Transactions Act [14-16-1 to 14-16-19 NMSA 1978] applies to electronic records and electronic signatures relating to a transaction.

(b) The Uniform Electronic Transactions Act does not apply to:

(1) a transaction to the extent it is governed by:

(i) a law governing the creation and execution of wills, codicils or testamentary trusts;

(ii) the Uniform Commercial Code [Chapter 55 NMSA 1978], other than Sections 55-1-107 and 55-1-206 NMSA 1978 and Chapter 55, Articles 2 and 2A NMSA 1978;

(iii) the Uniform Anatomical Gift Act [Chapter 24, Article 6A NMSA 1978];

(iv) the Uniform Health-Care Decisions Act [24-7A-1 to 24-7A-17 NMSA 1978]; or

(v) a statute, regulation or other rule of law that governs adoption, divorce or other family law matters;

(2) a notice concerning:

(i) the cancellation or termination of utility services, including water, heat or power services;

(ii) default, acceleration, repossession, foreclosure, eviction or the right to cure, under a credit agreement secured by or a rental agreement for a primary residence of an individual; or

(iii) the cancellation or termination of health insurance benefits or life insurance benefits, but not including annuities.

(c) The Uniform Electronic Transactions Act [14-16-1 to 14-16-19 NMSA 1978] applies to an electronic record or electronic signature otherwise excluded from the application of that act under Subsection (b) to the extent it is governed by a law other than those specified in Subsection (b).

(d) A transaction subject to the Uniform Electronic Transactions Act is also subject to other applicable substantive law.

**History:** Laws 2001, ch. 131, § 3.

## **ANNOTATIONS**

**Effective dates.** - Laws 2001, ch. 131, § 21 makes the Uniform Electronic Transactions Act effective July 1, 2001.

#### **14-16-4. Prospective application.**

The Uniform Electronic Transactions Act [14-16-1 to 14-16-19 NMSA 1978] applies to any electronic record or electronic signature created, generated, sent, communicated, received or stored on or after the effective date of that act.

**History:** Laws 2001, ch. 131, § 4.

#### **ANNOTATIONS**

**Effective dates.** - Laws 2001, ch. 131, § 21 makes the Uniform Electronic Transactions Act effective July 1, 2001.

#### **14-16-5. Use of electronic records and electronic signatures; variation by agreement.**

(a) The Uniform Electronic Transactions Act [14-16-1 to 14-16-19 NMSA 1978] does not require a record or signature to be created, generated, sent, communicated, received, stored or otherwise processed or used by electronic means or in electronic form.

(b) The Uniform Electronic Transactions Act applies only to transactions between parties each of which has agreed to conduct transactions by electronic means. Whether the parties agree to conduct a transaction by electronic means is determined from the context and surrounding circumstances, including the parties' conduct.

(c) A party that agrees to conduct a transaction by electronic means may refuse to conduct other transactions by electronic means. The right granted by this subsection may not be waived by agreement.

(d) Except as otherwise provided in the Uniform Electronic Transactions Act [14-16-1 to 14-16-19 NMSA 1978], the effect of any of its provisions may be varied by agreement. The presence in certain provisions of the Uniform Electronic Transactions Act of the words "unless otherwise agreed", or words of similar import, does not imply that the effect of other provisions may not be varied by agreement.

(e) Whether an electronic record or electronic signature has legal consequences is determined by the Uniform Electronic Transactions Act and other applicable law.

**History:** Laws 2001, ch. 131, § 5.

#### **ANNOTATIONS**

**Effective dates.** - Laws 2001, ch. 131, § 21 makes the Uniform Electronic Transactions Act effective July 1, 2001.

## **14-16-6. Construction and application.**

The Uniform Electronic Transactions Act [14-16-1 to 14-16-19 NMSA 1978] must be construed and applied:

- (1) to facilitate electronic transactions consistent with other applicable law;
- (2) to be consistent with reasonable practices concerning electronic transactions and with the continued expansion of those practices; and
- (3) to effectuate its general purpose to make uniform the law with respect to the subject of the Uniform Electronic Transactions Act among states enacting it.

**History:** Laws 2001, ch. 131, § 6.

### **ANNOTATIONS**

**Effective dates.** - Laws 2001, ch. 131, § 21 makes the Uniform Electronic Transactions Act effective July 1, 2001.

## **14-16-7. Legal recognition of electronic records, electronic signatures and electronic contracts.**

- (a) A record or signature may not be denied legal effect or enforceability solely because it is in electronic form.
- (b) A contract may not be denied legal effect or enforceability solely because an electronic record was used in its formation.
- (c) If a law requires a record to be in writing, an electronic record satisfies the law.
- (d) If a law requires a signature, an electronic signature satisfies the law.

**History:** Laws 2001, ch. 131, § 7.

### **ANNOTATIONS**

**Effective dates.** - Laws 2001, ch. 131, § 21 makes the Uniform Electronic Transactions Act effective July 1, 2001.

## **14-16-8. Provision of information in writing; presentation of records.**

- (a) If parties have agreed to conduct a transaction by electronic means and a law requires a person to provide, send or deliver information in writing to another person,



the requirement is satisfied if the information is provided, sent or delivered, as the case may be, in an electronic record capable of retention by the recipient at the time of receipt. An electronic record is not capable of retention by the recipient if the sender or its information processing system inhibits the ability of the recipient to print or store the electronic record.

(b) If a law other than the Uniform Electronic Transactions Act [14-16-1 to 14-16-19 NMSA 1978] requires a record (i) to be posted or displayed in a certain manner, (ii) to be sent, communicated or transmitted by a specified method, or (iii) to contain information that is formatted in a certain manner, the following rules apply:

(1) The record must be posted or displayed in the manner specified in the other law.

(2) Except as otherwise provided in Subsection (d)(2), the record must be sent, communicated or transmitted by the method specified in the other law.

(3) The record must contain the information formatted in the manner specified in the other law.

(c) If a sender inhibits the ability of a recipient to store or print an electronic record, the electronic record is not enforceable against the recipient.

(d) The requirements of this section may not be varied by agreement, but:

(1) to the extent a law other than the Uniform Electronic Transactions Act [14-16-1 to 14-16-19 NMSA 1978] requires information to be provided, sent or delivered in writing but permits that requirement to be varied by agreement, the requirement under Subsection (a) that the information be in the form of an electronic record capable of retention may also be varied by agreement; and

(2) a requirement under a law other than the Uniform Electronic Transactions Act to send, communicate or transmit a record by first-class mail, postage prepaid or regular United States mail, may be varied by agreement to the extent permitted by the other law.

**History:** Laws 2001, ch. 131, § 8.

## **ANNOTATIONS**

**Effective dates.** - Laws 2001, ch. 131, § 21 makes the Uniform Electronic Transactions Act effective July 1, 2001.

**14-16-9. Attribution and effect of electronic record and electronic signature.**

(a) An electronic record or electronic signature is attributable to a person if it was the act of the person. The act of the person may be shown in any manner, including a showing of the efficacy of any security procedure applied to determine the person to which the electronic record or electronic signature was attributable.

(b) The effect of an electronic record or electronic signature attributed to a person under Subsection (a) is determined from the context and surrounding circumstances at the time of its creation, execution or adoption, including the parties' agreement, if any, and otherwise as provided by law.

**History:** Laws 2001, ch. 131, § 9.

## ANNOTATIONS

**Effective dates.** - Laws 2001, ch. 131, § 21 makes the Uniform Electronic Transactions Act effective July 1, 2001.

### **14-16-10. Effect of change or error.**

If a change or error in an electronic record occurs in a transmission between parties to a transaction, the following rules apply:

(1) If the parties have agreed to use a security procedure to detect changes or errors and one party has conformed to the procedure, but the other party has not, and the nonconforming party would have detected the change or error had that party also conformed, the conforming party may avoid the effect of the changed or erroneous electronic record.

(2) In an automated transaction involving an individual, the individual may avoid the effect of an electronic record that resulted from an error made by the individual in dealing with the electronic agent of another person if the electronic agent did not provide an opportunity for the prevention or correction of the error and, at the time the individual learns of the error, the individual:

(A) promptly notifies the other person of the error and that the individual did not intend to be bound by the electronic record received by the other person;

(B) takes reasonable steps, including steps that conform to the other person's reasonable instructions, to return to the other person or, if instructed by the other person, to destroy the consideration received, if any, as a result of the erroneous electronic record; and

(C) has not used or received any benefit or value from the consideration, if any, received from the other person.

(3) If neither Paragraph (1) nor Paragraph (2) applies, the change or error has the effect provided by other law, including the law of mistake, and the parties' contract, if any.

(4) Paragraphs (2) and (3) may not be varied by agreement.

**History:** Laws 2001, ch. 131, § 10.

#### **ANNOTATIONS**

**Effective dates.** - Laws 2001, ch. 131, § 21 makes the Uniform Electronic Transactions Act effective July 1, 2001.

#### **14-16-11. Notarization and acknowledgment.**

If a law requires a signature or record to be notarized, acknowledged, verified or made under oath, the requirement is satisfied if the electronic signature of the person authorized to perform those acts, together with all other information required to be included by other applicable law, is attached to or logically associated with the signature or record.

**History:** Laws 2001, ch. 131, § 11.

#### **ANNOTATIONS**

**Effective dates.** - Laws 2001, ch. 131, § 21 makes the Uniform Electronic Transactions Act effective July 1, 2001.

#### **14-16-12. Retention of electronic records; originals.**

(a) If a law requires that a record be retained, the requirement is satisfied by retaining an electronic record of the information in the record which:

(1) accurately reflects the information set forth in the record after it was first generated in its final form as an electronic record or otherwise; and

(2) remains accessible for later reference.

(b) A requirement to retain a record in accordance with Subsection (a) does not apply to any information the sole purpose of which is to enable the record to be sent, communicated or received.

(c) A person may satisfy Subsection (a) by using the services of another person if the requirements of that subsection are satisfied.

(d) If a law requires a record to be presented or retained in its original form, or provides consequences if the record is not presented or retained in its original form, that law is satisfied by an electronic record retained in accordance with Subsection (a).

(e) If a law requires retention of a check, that requirement is satisfied by retention of an electronic record of the information on the front and back of the check in accordance with Subsection (a).

(f) A record retained as an electronic record in accordance with Subsection (a) satisfies a law requiring a person to retain a record for evidentiary, audit or like purposes, unless a law enacted after the effective date of the Uniform Electronic Transactions Act [14-16-1 to 14-16-19 NMSA 1978] specifically prohibits the use of an electronic record for the specified purpose.

(g) This section does not preclude a governmental agency of this state from specifying additional requirements for the retention of a record subject to the agency's jurisdiction.

**History:** Laws 2001, ch. 131, § 12.

#### **ANNOTATIONS**

**Effective dates.** - Laws 2001, ch. 131, § 21 makes the Uniform Electronic Transactions Act effective July 1, 2001.

#### **14-16-13. Admissibility in evidence.**

In a proceeding, evidence of a record or signature may not be excluded solely because it is in electronic form.

**History:** Laws 2001, ch. 131, § 13.

#### **ANNOTATIONS**

**Effective dates.** - Laws 2001, ch. 131, § 21 makes the Uniform Electronic Transactions Act effective July 1, 2001.

#### **14-16-14. Automated transaction.**

In an automated transaction, the following rules apply:

(1) A contract may be formed by the interaction of electronic agents of the parties, even if no individual was aware of or reviewed the electronic agents' actions or the resulting terms and agreements.

(2) A contract may be formed by the interaction of an electronic agent and an individual, acting on the individual's own behalf or for another person, including by an interaction in

which the individual performs actions that the individual is free to refuse to perform and which the individual knows or has reason to know will cause the electronic agent to complete the transaction or performance.

(3) The terms of the contract are determined by the substantive law applicable to it.

**History:** Laws 2001, ch. 131, § 14.

## **ANNOTATIONS**

**Effective dates.** - Laws 2001, ch. 131, § 21 makes the Uniform Electronic Transactions Act effective July 1, 2001.

### **14-16-15. Time and place of sending and receipt.**

(a) Unless otherwise agreed between the sender and the recipient, an electronic record is sent when it:

(1) is addressed properly or otherwise directed properly to an information processing system that the recipient has designated or uses for the purpose of receiving electronic records or information of the type sent and from which the recipient is able to retrieve the electronic record;

(2) is in a form capable of being processed by that system; and

(3) enters an information processing system outside the control of the sender or of a person that sent the electronic record on behalf of the sender or enters a region of the information processing system designated or used by the recipient which is under the control of the recipient.

(b) Unless otherwise agreed between a sender and the recipient, an electronic record is received when:

(1) it enters an information processing system that the recipient has designated or uses for the purpose of receiving electronic records or information of the type sent and from which the recipient is able to retrieve the electronic record; and

(2) it is in a form capable of being processed by that system.

(c) Subsection (b) applies even if the place the information processing system is located is different from the place the electronic record is deemed to be received under Subsection (d).

(d) Unless otherwise expressly provided in the electronic record or agreed between the sender and the recipient, an electronic record is deemed to be sent from the sender's

place of business and to be received at the recipient's place of business. For purposes of this subsection, the following rules apply:

(1) If the sender or recipient has more than one place of business, the place of business of that person is the place having the closest relationship to the underlying transaction.

(2) If the sender or the recipient does not have a place of business, the place of business is the sender's or recipient's residence, as the case may be.

(e) An electronic record is received under Subsection (b) even if no individual is aware of its receipt.

(f) Receipt of an electronic acknowledgment from an information processing system described in Subsection (b) establishes that a record was received but, by itself, does not establish that the content sent corresponds to the content received.

(g) If a person is aware that an electronic record purportedly sent under Subsection (a), or purportedly received under Subsection (b), was not actually sent or received, the legal effect of the sending or receipt is determined by other applicable law. Except to the extent permitted by the other law, the requirements of this subsection may not be varied by agreement.

**History:** Laws 2001, ch. 131, § 15.

## ANNOTATIONS

**Effective dates.** - Laws 2001, ch. 131, § 21 makes the Uniform Electronic Transactions Act effective July 1, 2001.

### **14-16-16. Transferable records.**

(a) As used in this section, "transferable record" means an electronic record that:

(1) would be a note under Chapter 55, Article 3 NMSA 1978 or a document under Chapter 55, Article 7 NMSA 1978 if the electronic record were in writing; and

(2) the issuer of the electronic record expressly has agreed is a transferable record.

(b) A person has control of a transferable record if a system employed for evidencing the transfer of interests in the transferable record reliably establishes that person as the person to which the transferable record was issued or transferred.

(c) A system satisfies Subsection (b), and a person is deemed to have control of a transferable record, if the transferable record is created, stored and assigned in such a manner that:

(1) a single authoritative copy of the transferable record exists which is unique, identifiable and, except as otherwise provided in Paragraphs (4), (5) and (6), unalterable;

(2) the authoritative copy identifies the person asserting control as:

(A) the person to which the transferable record was issued; or

(B) if the authoritative copy indicates that the transferable record has been transferred, the person to which the transferable record was most recently transferred;

(3) the authoritative copy is communicated to and maintained by the person asserting control or its designated custodian;

(4) copies or revisions that add or change an identified assignee of the authoritative copy can be made only with the consent of the person asserting control;

(5) each copy of the authoritative copy and any copy of a copy is readily identifiable as a copy that is not the authoritative copy; and

(6) any revision of the authoritative copy is readily identifiable as authorized or unauthorized.

(d) Except as otherwise agreed, a person having control of a transferable record is the holder, as defined in Section 55-1-201 NMSA 1978, of the transferable record and has the same rights and defenses as a holder of an equivalent record or writing under the Uniform Commercial Code [Chapter 55 NMSA 1978], including, if the applicable statutory requirements under Sections 55-3-302, 55-7-501 or 55-9-308 NMSA 1978 are satisfied, the rights and defenses of a holder in due course, a holder to which a negotiable document of title has been duly negotiated or a purchaser, respectively. Delivery, possession and indorsement are not required to obtain or exercise any of the rights under this subsection.

(e) Except as otherwise agreed, an obligor under a transferable record has the same rights and defenses as an equivalent obligor under equivalent records or writings under the Uniform Commercial Code.

(f) If requested by a person against which enforcement is sought, the person seeking to enforce the transferable record shall provide reasonable proof that the person is in control of the transferable record. Proof may include access to the authoritative copy of the transferable record and related business records sufficient to review the terms of the transferable record and to establish the identity of the person having control of the transferable record.

**History:** Laws 2001, ch. 131, § 16.

## ANNOTATIONS

**Effective dates.** - Laws 2001, ch. 131, § 21 makes the Uniform Electronic Transactions Act effective July 1, 2001.

### **14-16-17. Creation and retention of electronic records and conversion of written records by governmental agencies.**

Each governmental agency of this state shall determine whether, and the extent to which, it will create and retain electronic records and convert written records to electronic records.

**History:** Laws 2001, ch. 131, § 17.

## ANNOTATIONS

**Effective dates.** - Laws 2001, ch. 131, § 21 makes the Uniform Electronic Transactions Act effective July 1, 2001.

### **14-16-18. Acceptance and distribution of electronic records by governmental agencies.**

(a) Except as otherwise provided in Section 12(f) [Subsection (f) of 14-16-12 NMSA 1978], each governmental agency of this state shall determine whether, and the extent to which, it will send and accept electronic records and electronic signatures to and from other persons and otherwise create, generate, communicate, store, process, use and rely upon electronic records and electronic signatures.

(b) To the extent that a governmental agency uses electronic records and electronic signatures under Subsection (a), the governmental agency, giving due consideration to security, may specify:

(1) the manner and format in which the electronic records must be created, generated, sent, communicated, received and stored and the systems established for those purposes;

(2) if electronic records must be signed by electronic means, the type of electronic signature required, the manner and format in which the electronic signature must be affixed to the electronic record and the identity of, or criteria that must be met by, any third party used by a person filing a document to facilitate the process;

(3) control processes and procedures as appropriate to ensure adequate preservation, disposition, integrity, security, confidentiality and auditability of electronic records; and



(4) any other required attributes for electronic records which are specified for corresponding nonelectronic records or reasonably necessary under the circumstances.

(c) Except as otherwise provided in Section 12(f) [Subsection (f) of 14-16-12 NMSA 1978], the Uniform Electronic Transactions Act [14-16-1 to 14-16-19 NMSA 1978] does not require a governmental agency of this state to use or permit the use of electronic records or electronic signatures.

**History:** Laws 2001, ch. 131, § 18.

## **ANNOTATIONS**

**Effective dates.** - Laws 2001, ch. 131, § 21 makes the Uniform Electronic Transactions Act effective July 1, 2001.

### **14-16-19. Interoperability.**

The governmental agency of this state which adopts standards pursuant to Section 18 [14-16-18 NMSA 1978] may encourage and promote consistency and interoperability with similar requirements adopted by other governmental agencies of this and other states and the federal government and nongovernmental persons interacting with governmental agencies of this state. If appropriate, those standards may specify differing levels of standards from which governmental agencies of this state may choose in implementing the most appropriate standard for a particular application.

**History:** Laws 2001, ch. 131, § 19.

## **ANNOTATIONS**

**Effective dates.** - Laws 2001, ch. 131, § 21 makes the Uniform Electronic Transactions Act effective July 1, 2001.

**Severability clauses.** - Laws 2001, ch. 131, § 20 provides that if any provision of the Uniform Electronic Transactions Act or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of the act which can be given effect without the invalid provision or application, and to this end the provisions of the act are severable.