



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

---

---

---

---

---

---

---

---

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

---

---

---

---

---

---

---

---

**Step 2: Affirmation**

Please sign the below statement:

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

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

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

**Step 3: Filing Fee**

Please prepare a check or money order payable to the State of New Mexico in the amount of \$25 to pay the formal complaint filing fee. Please include a scan of the check in your filing along with this completed formal complaint form with all supporting documentation and email it to [PRC.Records@state.nm.us](mailto:PRC.Records@state.nm.us)

**Step 4: Filing**

Mail your filing fee to:

New Mexico Public Regulation Commission  
Records Bureau  
PO Box 1269  
Santa Fe, NM 87504-1269

1 888 4 ASK PRC  
[www.nmprc.state.nm.us](http://www.nmprc.state.nm.us)

