Required Submittal Information/Documents:

- Completed and signed Application
- Certificate of Liability Insurance
- Site Plan & Vicinity Map
- $200 Application Fee (must be paid with the submittal)

If required, attach any of the following:

- Notarized Letter from property owner(s) allowing use of their property(s), if applicable
- County Approval if any county facility(s) are to be used
- County and/or NMDOT R.O.W. Permit(s)
- Fire/EMS Contract
- Traffic Control Plan (based on the location, roads and facilities that may be impacted during the event)
- Copy (sample) of notification letter

CONTACT INFORMATION:

For NMDOT ROW Permits:
State of New Mexico
Department of Transportation (NMDOT), District 3 Office*
7500 Pan American Blvd.
Albuquerque, NM 87110
(505) 934-0354
dot.state.nm.us

State of New Mexico
Department of Transportation (NMDOT), District 6 Office*
1919 Pinon Drive
Milan, NM 87021
(505) 290-0117
dot.state.nm.us

*Contact the NMDOT to determine your NMDOT District.

For County ROW Permits:
County Public Works
Mark Hatzenbuhler, Director
505-934-6368
mhatzenbuhler@sandovalcountynm.gov