

1 **24-102.1. Registration statements.**

2 A. **Deadlines; content.**

3 (1) Within three (3) months of admission to practice in this state, and,
4 thereafter, on or before January 1 of every year, every attorney admitted to practice in this state
5 shall submit to the state bar a registration statement setting forth the following:

6 (a) the attorney's address of record;

7 (b) the street address where client files or other materials related to the
8 attorney's practice are located;

9 (c) the attorney's telephone number of record;

10 (d) the attorney's email address of record; and

11 (e) such other information as the Supreme Court may from time to time
12 direct.

13 (2) The attorney's "address of record" and "email address of record" are the
14 attorney's official addresses for service of notices, pleadings, papers, and information. An "address
15 of record" is a public record and upon request will be provided to any member of the public. The
16 attorney may also maintain a separate address with the state bar for purposes of publications of the
17 state bar and solicitations.

18 (3) In addition to the annual registration statement, every attorney shall file a
19 supplemental statement with the state bar showing any change in the information previously
20 submitted within thirty (30) days of such change. Upon the request of any attorney providing a
21 street address under the provisions of this rule that is not the "address of record," the street address
22 shall not be disclosed to any member of the public.

1 (4) The attorney’s “email address of record” may be used in the Supreme
2 Court’s electronic filing system in accordance with Rule 12-307.2 NMRA for the electronic
3 service of any documents filed in the Supreme Court under the Rules Governing Discipline.

4 **B. Reporting to the Supreme Court.** The state bar shall be responsible for providing
5 the clerk of the Supreme Court with the registration statement information in Subparagraphs (1)
6 and (3) of Paragraph A of this rule, which shall be used by the clerk of the Supreme Court to update
7 the attorney’s contact information in the Supreme Court’s official roll of attorneys.

8 [Adopted by Supreme Court Order No. 21-8300-030, effective December 31, 2021.]