# PROPOSED REVISIONS TO THE RULES OF CRIMINAL PROCEDURE FOR THE DISTRICT COURTS, THE RULES OF CRIMINAL PROCEDURE FOR THE MAGISTRATE COURTS, THE RULES OF CRIMINAL PROCEDURE FOR THE METROPOLITAN COURTS, AND THE RULES OF PROCEDURE FOR THE MUNICIPAL COURTS PROPOSAL 2022-013

### March 7, 2022

The Rules of Criminal Procedure for New Mexico State Courts Committee has recommended amendments to Rules 5-209, 6-205, 7-205, and 8-204 NMRA for the Supreme Court's consideration.

If you would like to comment on the proposed amendments set forth below before the Court takes final action, you may do so by either submitting a comment electronically through the Supreme Court's web site at <a href="http://supremecourt.nmcourts.gov/open-for-comment.aspx">http://supremecourt.nmcourts.gov/open-for-comment.aspx</a> or sending your written comments by mail, email, or fax to:

Sally A. Paez, Deputy Clerk of Court New Mexico Supreme Court P.O. Box 848 Santa Fe, New Mexico 87504-0848 nmsupremecourtclerk@nmcourts.gov 505-827-4837 (fax)

Your comments must be received by the Clerk on or before April 6, 2022, to be considered by the Court. Please note that any submitted comments may be posted on the Supreme Court's web site for public viewing.

# 5-209. Service of summons; failure to appear.

- A. **Service.** A summons shall be served in accordance with [the rules governing service of process in civil actions] Rule 1-004 NMRA unless the court directs service by mail. A copy of the complaint, indictment, or information shall be attached to the summons. Service shall be made at least ten (10) days before the defendant is required to appear. If service is made by mail an additional three (3) days shall be added under Rule 5-104 NMRA. Service by mail is complete upon mailing.
- B. **Failure to appear.** If a defendant fails to appear in person, or by counsel when permitted by these rules, at the time and place specified in the summons, the court may issue a warrant for the defendant's arrest, and thereafter the action shall be treated as if the warrant had been the first process in the action.

### (1) Exception for initial appearance; returned mail.

(a) For a defendant's initial appearance in court, if a mailed summons has been returned as not delivered and the defendant has failed to appear in person, or by counsel

when permitted by these rules, at the time and place specified in the summons, the court may
either The Control of
(i) direct service to be made by a person authorized by Rule 1-
004(D) NMRA; or
(ii) issue a warrant for the defendant's arrest with the directive
that the defendant be released on the defendant's own recognizance, unless the court makes a
finding of fact that supports the imposition of an appropriate bond.
(b) If the summons is returned as not delivered after a warrant has
been issued under Paragraph B of this rule, the court may cancel or quash the warrant, waive or
suspend the administrative bench warrant fee, and proceed under Subparagraph (a) of this
paragraph.
[As amended by Supreme Court Order No. , effective for all cases pending or filed
on or after .]
Committee commentary. — Paragraph A of this rule incorporates Rule 1-004 NMRA as the
procedure for service of summons on a defendant. This procedure is more often used in
misdemeanor than felony cases. An identical rule is provided in the magistrate court
rules. See Rule 6-205 NMRA. Paragraph B of this rule, providing for arrest if the defendant fails
to respond and appear to the summons, was derived from Rule 4(a) of the Federal Rules of
Criminal Procedure. See generally, 1 Wright, Federal Practice and Procedure, § 51 (1969).
Subparagraph B(1) was added in 2022 to address situations in which a defendant is mailed
a summons for the defendant's first appearance in a criminal case and the summons is returned to
the court as undelivered or undeliverable. In such instances, the defendant has not received
notice to appear. Subparagraph B(1) applies only to the first appearance, i.e. bond arraignment,
and not to subsequent appearances as the defendant is under an obligation to keep the court
apprised of a current mailing address after the defendant's first appearance.
Courts should avoid issuing a warrant or leaving a warrant in place when facts indicate
that the defendant did not receive proper notice. In deciding whether facts indicate that an
appropriate bond should be imposed, the judge should consider factors such as the defendant's
failure to appear history and whether there was contact between the defendant and law
enforcement that indicates the defendant received notice.
Warrants issued under Subparagraph B(1) of this rule are not bench warrants for failure to
appear. Rather, these warrants are arrest warrants issued on the underlying charge as prescribed
in Rules 5-208 and 5-210 NMRA.
[As amended by Supreme Court Order No, effective for all cases pending
or filed on or after .]

# 6-205. Summons; service; failure to appear.

- A. **Methods of service.** Service of a summons shall be by mail unless the court directs that personal service be made.
- B. **Issuance.** [Upon] On receipt of a complaint, the clerk shall docket the action, forthwith issue a summons, and deliver it for service. [Upon] On the request of the prosecution, separate or additional summons shall issue against any defendant. Any defendant may waive the issuance or service of summons.

- C. **Execution; form.** The summons shall be <u>substantially in the form approved by the Supreme Court. The summons shall be signed by the judge or the clerk, be directed to the defendant, and must contain[:]</u>
- (1) the name of the court and county in which the complaint is filed, the docket number of the case, and the name of the defendant to whom the summons is directed;
  - (2) a direction that the defendant appear at the time and place set forth; and
- (3) the name and address of the prosecuting attorney, if any $[\frac{1}{2}]$ ; otherwise the address of the law enforcement entity filing the complaint $[\frac{1}{2}]$ .
- D. **Summons; time to appear.** Service shall be made at least ten (10) days before the defendant is required to appear. If service is made by mail an additional three (3) days shall be added [pursuant to] under Rule 6-104 NMRA. Service by mail is complete [upon] on mailing.
- E. **Summons; service of copy.** The summons and complaint shall be served together. The prosecution shall furnish the person making service with [such] <u>all</u> copies as are necessary.
- F. **Summons; by whom served.** In criminal actions any process may be served by the sheriff of the county where the defendant may be found, or by any other person who is over the age of eighteen (18) years and not a party to the action.
- G. **Summons; service by mail.** A summons and complaint may be served [upon] on any defendant by the clerk of the court, the judge, or the prosecutor mailing a copy of the summons and of the complaint, [{]by first-class mail, postage prepaid[}], to the person to be served. If a defendant fails to appear in person, or by counsel when permitted by these rules, at the time and place specified in the summons, the court, after review of the file to determine whether the summons was returned as not delivered, may[;]
- (1) issue a warrant for the defendant's arrest, and thereafter the action shall be treated as if the warrant had been the first process in the action; or
- (2) direct that service of [such] the summons and complaint may be made by a person authorized by Paragraph F of this rule in the manner prescribed for personal service by Paragraph [H]I of this rule.

### H. Summons for initial appearance; returned mail.

- (1) For a defendant's initial appearance in court, if a mailed summons has been returned as not delivered and the defendant has failed to appear in person, or by counsel when permitted by these rules, at the time and place specified in the summons, the court may either
- (a) direct service to be made by a person authorized by Paragraph F of this rule in the manner prescribed by Paragraph I of this rule; or
- (b) issue a warrant for the defendant's arrest with the directive that the defendant be released on the defendant's own recognizance, unless the court makes a finding of fact that supports the imposition of an appropriate bond.
- (2) If the summons is returned as not delivered after a warrant has been issued under Subparagraph G(1) of this rule, the court may cancel or quash the warrant, waive or suspend the administrative bench warrant fee, and proceed under Subparagraph H(1) of this rule.
  - [H-]I. **Summons; how served.** Service may be made within the state as follows:

- (1) [upon] on an individual other than a minor or an incapacitated person by delivering a copy of the summons and of the complaint to [him] the defendant personally; or if the defendant refuses to receive [such] the copies of the summons and complaint, by leaving [same] the copies of the summons and complaint at the location where [he] the defendant has been found; and if the defendant refuses to receive [such] the copies or permit them to be left, [such] that action shall constitute valid service. If the defendant [be] absent, service may be made by delivering a copy of the process or other papers to be served to some person residing at the usual place of abode of the defendant who is over the age of fifteen (15) years; and if there be no such person available or willing to accept delivery, then service may be made by posting [such] the copies in the most public part of the defendant's premises, and by mailing to the defendant at [his] the defendant's last known mailing address copies of the process;
- (2) [upon] on a domestic or foreign corporation by delivering a copy of the summons and of the complaint to an officer, a managing or a general agent, or [to] any other agent authorized by appointment or by law to receive service of process and, if the agent is one authorized by statute to receive service and the statute so requires, by also mailing a copy to the defendant; [upon] on a partnership by delivering a copy of the summons and of the complaint to any general partner; and [upon] on other unincorporated association which is subject to suit under a common name, by delivering a copy of the summons and of the complaint to an officer, a managing or general agent, or [to] any other agent authorized by appointment or by law to receive service of process and, if the agent is one authorized by law to receive service and the statute so requires, by also mailing a copy to the unincorporated association. If the person refuses to receive [such] the copies, [such] that action shall constitute valid service. If none of the persons mentioned is available, service may be made by delivering a copy of the process or other papers to be served at the principal office or place of business during regular business hours to the person in charge thereof.

Service shall be made with reasonable diligence, and the original summons with proof of service shall be returned to the clerk of the court from which it was issued.

- [H]J. Return. If service is made by mail [pursuant to] under Paragraph G of this rule, return shall be made by the defendant appearing as required by the summons. If service is by personal service [pursuant to] under Paragraph [H]I of this rule, the person serving the process shall make proof of service thereof to the court promptly and in any event within the time during which the person served must respond to the process. When service is made by the sheriff or a deputy sheriff, proof thereof shall be by certificate; and when made by a person other than a sheriff or a deputy sheriff, proof thereof shall be made by affidavit. Where service within the state includes mailing, the return shall state the date and place of mailing.
- [J-]K. Construction of terms. Wherever the terms "summons,"[-] "process,"[-] "service of process," or similar terms are used, [such] the terms shall include the summons, complaint, and any other papers required to be served.

[As amended, effective January 1, 1990; as amended by Supreme Court Order No., effective for all cases pending or filed on or after ...]

Committee Commentary - Paragraph H was added in 2022 to address situations in which a defendant is mailed a summons for the defendant's first appearance in a criminal case and the summons is returned to the court as undelivered or undeliverable. In such instances, the defendant has not received notice to appear. Paragraph H applies only to the first appearance, i.e.

bond arraignment, and not to subsequent appearances as the defendant is under an obligation to keep the court apprised of a current mailing address after the defendant's first appearance.

Courts should avoid issuing a warrant or leaving a warrant in place when facts indicate that the defendant did not receive proper notice. In deciding whether facts indicate that an appropriate bond should be imposed, the judge should consider factors such as the defendant's failure to appear history and whether there was contact between the defendant and law enforcement that indicates the defendant received notice.

Warrants issued under Paragraphs G(1) and H(1)(b) of this rule are not bench warrants for failure to appear. Rather, these warrants are arrest warrants issued on the underlying charge as prescribed in Rules 6-204 and 6-206 NMRA.

[Adopted by Supreme Court Order No. \_\_\_\_\_\_, effective for all cases pending or filed on or after \_\_\_\_\_\_\_,

### 7-205. Service of summons; failure to appear.

- A. **Service.** Service of a summons shall be by mail unless the court directs that personal service be made.
- B. **Issuance.** [Upon]On receipt of a complaint, the clerk shall docket the action, forthwith issue a summons and deliver it for service. [Upon]On the request of the prosecution, separate or additional summons shall issue against any defendant. Any defendant may waive the issuance or service of summons.
- C. **Execution; form.** The summons shall be <u>substantially in the form approved by</u> the Supreme Court. The summons shall be signed by the clerk, be directed to the defendant, and must contain[:]
- (1) the name of the court and county in which the complaint is filed, the docket number of the case and the name of the defendant to whom the summons is directed;
  - (2) a direction that the defendant appear at the time and place set forth;
- (3) the name and address of the prosecuting attorney, if any, shall be shown on every summons, otherwise the address of the law enforcement entity filing the complaint;
- [(4) The summons shall be substantially in the form approved by the supreme court.]
- D. **Summons; time to appear.** Service shall be made at least ten (10) days before the defendant is required to appear. If service is made by mail an additional three (3) days shall be added [pursuant to]under Rule 7-104 NMRA. Service by mail is complete [upon]on mailing.
- E. **Summons; service of copy.** The summons and complaint shall be served together. The prosecution shall furnish the person making service with [such]all copies as are necessary.
- F. **Summons; by whom served.** In criminal actions any process may be served by any authorized law enforcement officer, or by any other person who is over the age of eighteen (18) years and not a party to the action.
- G. Summons; service by mail. A summons and complaint may be served [upon] on any defendant by the clerk of the court or the prosecution mailing a copy of the summons and of the complaint, [(]) by first-class mail, postage prepaid[)], to the person to be served. If a defendant fails to appear in person in person, or by counsel when permitted by these rules, at the time and place specified in the summons, the court, after review of the file to determine whether the summons was returned as not delivered, may[:]

- (1) issue a warrant for the defendant's arrest, and thereafter the action shall be treated as if the warrant had been the first process in the action; or
- (2) direct that service of [such]the summons and complaint may be made by a person authorized by Paragraph F of this rule in the manner prescribed by Paragraph [H]I of this rule.

# H. Summons for initial appearance; returned mail.

- (1) For a defendant's initial appearance in court, if a mailed summons has been returned as not delivered and the defendant has failed to appear in person, or by counsel when permitted by these rules, at the time and place specified in the summons, the court may either
- (a) direct service to be made by a person authorized by Paragraph F of this rule in the manner prescribed by Paragraph I of this rule; or
- (b) issue a warrant for the defendant's arrest with the directive that the defendant be released on the defendant's own recognizance, unless the court makes a finding of fact that supports the imposition of an appropriate bond.
- (2) If the summons is returned as not delivered after a warrant has been issued under Subparagraph G(1) of this rule, the court may cancel or quash the warrant, waive or suspend the administrative bench warrant fee, and proceed under Subparagraph H(1) of this rule.

# [H.]I. Summons; how served. Service may be made within the state as follows:

- (1) [upon]on an individual other than a minor or an incapacitated person by delivering a copy of the summons and of the complaint to [him]the defendant personally; or if the defendant refuses to receive [such]the copies of the summons and complaint, by leaving [same] the copies of the summons and complaint at the location where [he] the defendant has been found; and if the defendant refuses to receive [such] the copies or permit them to be left, [such] that action shall constitute valid service. If the defendant [be]is absent, service may be made by delivering a copy of the process or other papers to be served to some person residing at the usual place of abode of the defendant who is over the age of fifteen (15) years; and if there be no such person available or willing to accept delivery, then service may be made by posting [such] the copies in the most public part of the defendant's premises, and by mailing to the defendant at [his] the defendant's last known mailing address copies of the process;
- (2) [upon]on a domestic or foreign corporation by delivering a copy of the summons and of the complaint to an officer, a managing or a general agent, or [to] any other agent authorized by appointment or by law to receive service of process and, if the agent is one authorized by statute to receive service and the statute so requires, by also mailing a copy to the defendant; [upon]on a partnership by delivering a copy of the summons and of the complaint to any general partner; and [upon]on other unincorporated association which is subject to suit under a common name, by delivering a copy of the summons and of the complaint to an officer, a managing or general agent, or [to] any other agent authorized by appointment or by law to receive service of process and, if the agent is one authorized by law to receive service and the statute so requires, by also mailing a copy to the unincorporated association. If the person refuses to receive [such]the copies, [such]that action shall constitute valid service. If none of the persons mentioned is available, service may be made by delivering a copy of the process or other papers to be served at the principal office or place of business during regular business hours to the person in charge thereof.

Service shall be made with reasonable diligence, and the original summons with proof of service shall be returned to the clerk of the court from which it was issued.

- [H]J. Return. If service is made by mail [pursuant to]under Paragraph G of this rule, return shall be made by the defendant appearing as required by the summons. If service is by personal service [pursuant to]under Paragraph [H]I of this rule, the person serving the process shall make proof of service thereof to the court promptly and in any event within the time during which the person served must respond to the process. When service is made by a full-time salaried law enforcement officer, proof thereof shall be by certificate; and when made by a person other than a full-time salaried law enforcement officer, proof thereof shall be made by affidavit. Where service within the state includes mailing, the return shall state the date and place of mailing.
- [J-]K. Construction of terms. Wherever the terms "summons,"[7] "process,"[7] "service of process," or similar terms are used, [such]the terms shall include the summons, complaint, and any other papers required to be served.

[As amended, effective January 1, 1990; as amended by Supreme Court Order No. , effective for all cases pending or filed on or after

Committee Commentary - Paragraph H was added in 2022 to address situations in which a defendant is mailed a summons for the defendant's first appearance in a criminal case and the summons is returned to the court as undelivered or undeliverable. In such instances, the defendant has not received notice to appear. Paragraph H applies only to the first appearance, i.e. bond arraignment, and not to subsequent appearances as the defendant is under an obligation to keep the court apprised of a current mailing address after the defendant's first appearance.

Courts should avoid issuing a warrant or leaving a warrant in place when facts indicate that the defendant did not receive proper notice. In deciding whether facts indicate that an appropriate bond should be imposed, the judge should consider factors such as the defendant's failure to appear history and whether there was contact between the defendant and law enforcement that indicates the defendant received notice.

Warrants issued under Paragraphs G(1) and H(1)(b) of this rule are not bench warrants for failure to appear. Rather, these warrants are arrest warrants issued on the underlying charge as prescribed in Rules 7-204 and 7-206 NMRA.

[Adopted by Supreme Court Order No.	, effective for all cases pending or filed on or
after ]	

### 8-204. Service of summons.

- A. **Service by mail.** Service of a summons shall be by mail unless the court directs that personal service be made.
- B. **Issuance.** [Upon]On receipt of a complaint, the clerk shall docket the action, forthwith issue a summons and deliver it for service. [Upon]On the request of the prosecution, separate or additional summons shall issue against any defendant. Any defendant may waive the issuance or service of summons.
- C. **Execution; form.** The summons shall be <u>substantially in the form approved by the Supreme Court. The summons shall be signed by the judge or the clerk, be directed to the defendant, and must contain[:]</u>
- (1) the name of the court and municipality in which the complaint is filed, the docket number of the case and the name of the defendant to whom the summons is directed;

- (2) a direction that the defendant appear at the time and place set forth;
- (3) the name and address of the prosecuting attorney, if any, shall be shown on every summons, otherwise the address of the law enforcement entity filing the complaint;
- [(4) The summons shall be substantially in the form approved by the supreme court.]
- D. **Summons; time to appear.** Service shall be made at least ten (10) days before the defendant is required to appear. If service is made by mail an additional three (3) days shall be added [pursuant to]under Rule 8-104 NMRA. Service by mail is complete [upon]on mailing.
- E. **Summons; service of copy.** The summons and complaint shall be served together. The prosecution shall furnish the person making service with [such]all copies as are necessary.
- F. **Summons; by whom served.** In criminal actions any process may be served by the chief of police or any authorized full-time law enforcement officer, or [[or]] any other person who is over the age of eighteen (18) years and not a party to the action. Service may be made outside the municipal boundaries when provided by law. Service outside the municipal limits shall be made in the manner provided by law.
- G. **Summons; service by mail.** A summons and complaint may be served [upon]on any defendant by the clerk of the court, the judge, or the prosecutor mailing a copy of the summons and of the complaint, [(]by first-class mail, postage prepaid[)], to the person to be served. If a defendant fails to appear in person, or by counsel when permitted by these rules, at the time and place specified in the summons, the court, after review of the file to determine whether the summons was returned as not delivered, may[:]
- (1) issue a warrant for the defendant's arrest, and thereafter the action shall be treated as if the warrant had been the first process in the action; or
- (2) direct that service of [such] the summons and complaint may be made by a person authorized by Paragraph F of this rule in the manner prescribed by Paragraph [H]I of this rule.

## H. Summons for initial appearance; returned mail.

- (1) For a defendant's initial appearance in court, if a mailed summons has been returned as not delivered and the defendant has failed to appear in person, or by counsel when permitted by these rules, at the time and place specified in the summons, the court may either
- (a) direct service to be made by a person authorized by Paragraph F of this rule in the manner prescribed by Paragraph I of this rule; or
- (b) issue a warrant for the defendant's arrest with the directive that the defendant be released on the defendant's own recognizance, unless the court makes a finding of fact that supports the imposition of an appropriate bond.
- (2) If the summons is returned as not delivered after a warrant has been issued under Subparagraph G(1) of this rule, the court may cancel or quash the warrant, waive or suspend the administrative bench warrant fee, and proceed under Subparagraph H(1) of this rule.
  - [H.]I. Summons; how served. Service may be made as provided by law:
- (1) [upon]on an individual, other than a minor or an incompetent person, by delivering a copy of the summons and of the complaint to [him] the defendant personally; or if the defendant refuses to receive [such]the copies of the summons and complaint, by leaving [same]the copies of the summons and complaint at the location where [he]the defendant has been

found; and if the defendant refuses to receive [such]the copies or permit them to be left, [such]that action shall constitute valid service. If the defendant [be]is absent, service may be made by delivering a copy of the process or other papers to be served to some person residing at the usual place of abode of the defendant who is over fifteen (15) years; and if there be no such person available or willing to accept delivery, then service may be made by posting a copy of the summons and of the complaint in the most public part of the defendant's premises and by mailing to the defendant at [his]the last known address copies of the process;

(2) [upon]on a domestic or foreign corporation or upon a partnership or other unincorporated association by delivering a copy of the summons and of the complaint to an officer, to a managing or general agent or [to] any other agent authorized by appointment or by law to receive service of process and if the agent is one authorized by statute to receive service and if the statute so requires, service shall be made by also mailing a copy to the defendant; [upon]on a partnership by delivering a copy of the summons and of the complaint to any general partner; and [upon]on other unincorporated association which is subject to suit under a common name, by delivering a copy of the summons and of the complaint to an officer, a managing or general agent, or [to] any other agent authorized by appointment or by law to receive service of process and, if the agent is one authorized by law to receive service and the statute so requires, by also mailing a copy to the unincorporated association. If the person refuses to receive [such]the copies, [such]the action shall constitute valid service. If none of the persons mentioned is available, service may be made by delivering a copy of the process or other papers to be served at the principal office or place of business during regular business hours to the person in charge thereof.

Service shall be made with reasonable diligence, and the original summons with proof of service shall be returned to the clerk of the court from which it was issued.

- [H]J. Return. If service is made by mail [pursuant to]under Paragraph G of this rule, return shall be made by the defendant appearing as required by the summons. If service is by personal service [pursuant to]under Paragraph [H]I of this rule, the person serving the process shall make proof of service thereof to the court promptly and in any event within the time during which the person served must respond to the process. When service is made by a full-time law enforcement officer, proof thereof shall be by certificate; and when made by a person other than a full-time law enforcement officer, proof thereof shall be made by affidavit. Where service within the state includes mailing, the return shall state the date and place of mailing.
- [4-]K. Construction of terms. Wherever the terms "summons,"[5] "process,"[5] "service of process," or similar terms are used, [such]the terms shall include the summons, complaint, and any other papers required to be served.

[As amended, effective January 1, 1990; as amended by Supreme Court Order No. \_\_\_\_\_, effective for all cases pending or filed on or after \_\_\_\_\_\_.]

Committee Commentary - Paragraph H was added in 2022 to address situations in which a defendant is mailed a summons for the defendant's first appearance in a criminal case and the summons is returned to the court as undelivered or undeliverable. In such instances, the defendant has not received notice to appear. Paragraph H applies only to the first appearance, i.e. bond arraignment, and not to subsequent appearances as the defendant is under an obligation to keep the court apprised of a current mailing address after the defendant's first appearance.

Courts should avoid issuing a warrant or leaving a warrant in place when facts indicate that the defendant did not receive proper notice. In deciding whether facts indicate that an

appropriate bond should be imposed, the judge should consider factors such as the defendant's		
failure to appear history and whether there was contact between the defendant and law		
enforcement that indicates the defendant received notice.		
Warrants issued under Paragraphs G(1) and H(1)(b) of this rule are not bench warrants for		
failure to appear. Rather, these warrants are arrest warrants issued on the underlying charge as		
prescribed in Rules 8-203 and 8-205 NMRA.		
[Adopted by Supreme Court Order No, effective for all cases pending or filed on or		
after]		