



# New Mexico Department of Game and Fish EPLUS Assignment of Authorized Ranch Contact Form



**(This is not an application for EPLUS)**

## PURPOSE OF FORM AND IMPORTANT INFORMATION

Landowners complete this form to designate one individual as the Authorized Ranch Contact (ARC) for your EPLUS ranch. The ARC will act as the liaison between the ranch and the New Mexico Department of Game and Fish (Department). This form is used to designate an initial ARC for a new EPLUS application or to change the ARC for an existing ranch.

Only one person may act as the ARC for a ranch. All landowners listed on the current recorded deed(s) must designate the same individual as the ARC. **A separate form must be completed by each landowner. The Department will not accept the form unless signed and notarized.**

## RANCH INFORMATION

Select the Box that Describes the Reason for Completing this Form

- New Ranch or New Ownership** (must submit new EPLUS application with this form to establish new ranch account)
- Existing Ranch** (changing ARC for established ranch account/s). List GMU-Ranch Number/s for change: \_\_\_\_\_

Select the Box that Best Describes the Type of Property Ownership

*Note: New Mexico is a community property state. All married persons must include ARC forms from their spouse, including sole ownership.*

- Sole Ownership
- Joint Tenancy or Tenancy in Common
- Corporation, Partnership, LLC, Trust or Other Legal Non-Individual Entity

## LANDOWNER INFORMATION

**Landowners must complete this section with their own personal contact information.** You will use the ARC Information section to assign the ARC.

- My name and/or spouse is on the deed **OR**
- I am signing for a non-individual entity (name): \_\_\_\_\_ Title: \_\_\_\_\_  
*If you are signing for a non-individual entity you will need to provide legal documents that show you are authorized to sign on behalf of the entity, if not on file.*

My Name (first & last): \_\_\_\_\_ Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Email: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

## AUTHORIZED RANCH CONTACT INFORMATION

I am designating the following individual as the ARC for the ranch

ARC Name (first & last): \_\_\_\_\_ Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Email: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_ Customer ID Number (CIN): \_\_\_\_\_

## Landowner Terms of Agreement

I understand my responsibility for participating in EPLUS as stated in the Private Land Elk License Allocation rule (19.30.5 NMAC). I agree that the person I am designating as ARC may act on my behalf for the ranch. I understand that this form will remain in effect until I rescind it in writing. I understand that the Department will not change the ARC for the current license year after authorizations or ranch codes are issued.

**X:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**LANDOWNER SIGNATURE**

**Mail to:** New Mexico Department of Game and Fish,  
 EPLUS Program, 1 Wildlife Way, Santa Fe, NM 87507. **OR**  
**Email to:** dgf-eplus@dgf.nm.gov

Subscribed and sworn to before me in my presence	
Public Notary Signature [Seal]	Date