



EPLUS SECONDARY ZONE Initial Application and Agreement April 1, 2026 – March 31, 2027



The Elk Private Lands Use System (EPLUS) was created in recognition of the important benefits that private lands make to elk populations and hunting opportunities in New Mexico. Through EPLUS the Mexico Department of Game and Fish distributes a portion of the State's elk hunting opportunity to qualifying private landowners. EPLUS is authorized and regulated by:

- Chapter 17 – Game and Fish and Outdoor Recreation: 17-1-14, 17-1-26, and 17-3-14.1 NMSA 1978
- Title 19 – Natural Resources and Wildlife: 19.30.5 NMAC

APPLICATION INSTRUCTIONS AND IMPORTANT INFORMATION

1. Before you complete this application, please visit the Department's website at wildlife.dgf.nm.gov to confirm your ranch is within the Secondary Zone by using our interactive Elk Management Zone Map.
2. If your ranch splits multiple elk management zones you need to complete a separate application for the acreage in each zone.
3. Decide who will be the Authorized Ranch Contact (ARC) for the ranch. This person will be responsible for managing the EPLUS account. See the Assignment of Authorized Ranch Contact form for more information.
4. The ARC will need to fill out this application and submit all applicable ownership records listed on the Required Documentation page. Incomplete submittals will slow down the review process and can result in the application being rejected.
5. The ARC will need to obtain a personal Customer ID Number (CIN) by creating an account on the Department's website at <https://onlinesales.wildlife.state.nm.us/>. If you already have a CIN then you do not need to create another account.
6. There is no application deadline for properties in the Secondary Zone. Secondary Zone applications are generally processed in June or within 10 business days if they are received after June 30th.
7. This application and agreement will not become effective until the Department has issued a SMZ ranch code.
8. The SMZ ranch code is used to purchase over-the-counter Secondary Zone private-land elk licenses.
9. The SMZ ranch code will expire at the end of the license year.
10. A new SMZ ranch code will be generated annually upon successful renewal of the annual SMZ agreement.
11. All hunters must have written permission from the landowner or ARC to legally hunt on the ranch. A SMZ ranch code does not serve as a license or written permission.

AUTHORIZED RANCH CONTACT INFORMATION (see page 4 for more information):

Name (first, m, last):		
Mailing Address:		
City:	State:	Zip:
Primary Phone:	Alternate Phone:	
Customer ID Number (CIN):	Email:	

RANCH INFORMATION

Ranch Name:	Deeded Private Acres*:
Nearest Town or City:	Game Management Unit:

* Number of acres listed on the property tax records from the county. DO NOT include public lease acres (e.g. USFS, BLM or SLO).

For Department Use Only	Date Received:
Game Management Unit _____	Ranch # _____

For more information, please visit our website at wildlife.dgf.nm.gov. If you need help completing this application, call toll-free 1-888-248-6866. Hours: Monday through Friday 8 AM – 5 PM

REQUIRED DOCUMENTATION

The following documentation and proof of ownership is required to be submitted with this application. All copies must be clear, legible, and identical to the original document. Incomplete or illegible applications will be rejected.

Complete the following checklist for required documentation.

1. Completed initial EPLUS Secondary Management Zone Application and Agreement.
2. Current Recorded Deed(s) detailing legal descriptions and acreages for the property.
3. Most recent property tax records from the county that account for all property included in the application.
4. If the ranch is in a trust, LLC, or owned by any type of business entity, provide documents that clearly identifies who has been delegated the authority to represent the trust or business entity and bind it to a contractual obligation. Examples include: 1) Certificate of Formation, 2) Certificate of Incorporation, 3) Partnership Agreement, 4) Trust Agreement, etc.
5. **A ranch boundary map:** Shows the official property boundary, such as a parcel map from the county or a survey plat. The ranch boundary map should show the township, range, and section(s) where the ranch is located. Map must be a complete copy with no parts cutoff or missing. Public leased lands are not eligible for EPLUS enrollment. Do not include them on the map or add them to the acreage total.
6. **Assignment of Authorized Ranch Contact (ARC) form(s) – *must be notarized*.** All owners and their spouses must agree to participate in EPLUS by completing an Assignment of Authorized Ranch Contact Form (page 4). Each owner and spouse must appoint the same individual as the ARC. A separate form must be completed by each individual person.
 - a. If the property is owned by a trust or business entity, the person(s) who have been delegated the authority to represent the trust or business entity, and bind it to a contractual obligation, will need to sign the Authorized Ranch Contact form on behalf of the ownership.

EPLUS Secondary Zone Application Agreement

THIS EPLUS Agreement is made and entered into by and between the NM Department of Game and Fish, hereinafter referred to as the "Department", and the party listed on page 1, hereinafter referred to as the "Authorized Ranch Contact", pursuant to 19.30.5 NMAC, Private Land Elk License Allocation. This Agreement shall be effective for the April 1, 2026 – March 31, 2027 application period when signed and dated by the Authorized Ranch Contact.

1. By signing below, I affirm I am the legal owner or have been assigned by the legal owner/s as Authorized Ranch Contact to handle this application and agree to accept elk on my property.
2. I attest that documentation and information provided with this application is true and correct.
3. I confirm that the entire ranch is within the Secondary Zone.
4. I understand that hunters must have written permission in addition to a private land elk license to be legal.
5. I understand over-the-counter Secondary Management Zone private-land elk licenses are ranch-only and are valid only on private deeded lands within the Secondary Management Zone in the same GMU with written landowner permission where hunting is lawful and permitted.
6. I understand that I must complete a separate application through the EPLUS program for any acres that are located in the Special or Primary Management Zone or in a different GMU.
7. Pursuant to 19.31.2 NMAC, Any person may be assessed administrative revocation points for the landowner's or authorized ranch contact's misrepresentation or violation of the conditions of a contract, application, or agreement with the department; furthermore, Any person, corporation or management authority found not complying with a department sponsored private lands agreement shall have all of their private lands program privileges revoked for up to three years for a first offense, no less than five years for a second offense and no less than 10 years for a third or subsequent offense. If any authorization/license issued through the EPLUS program results in violation(s) accumulating 20 or more revocation points within any consecutive three year period, regardless of whether such violation occurred on or off the enrolled ranch property, may be inactivated from the EPLUS and have all of their private lands program privileges revoked including any remaining unused authorizations/ranch codes/licenses. An inactivation/revocation shall attach to the property associated with the violations, and no change of ownership, change of authorized ranch contact, nor any other change in management shall reinstate a property that was associated with this type of inactivation/revocation. The property shall remain inactive, and the department shall not issue any private land authorizations for any species to any property or any portion of any property involved in a private land program revocation for the duration of the revocation time period, even if the property is sold, changes management, is subdivided, or otherwise altered. If a ranch is enrolled in a co-op, the inactivation/revocation may be taken against the co-op in its entirety, and/or the authorized ranch contact representing the co-op.
8. All licenses purchased for the Secondary Management Zone follow the established hunt structure as described in 19.31.14 NMAC and reflected in the current Rules and Information Booklet.

Note: The sale of ranch codes or access may result in a Gross Receipts Tax liability. Contact a qualified tax professional if you have questions.

Signature: _____ **Date:** _____
Authorized Ranch Contact

NOTE: Do not sign if you are not the Authorized Ranch Contact listed on page 1 of this Agreement.

Mail Packet To:
EPLUS Program
NM Dept of Game and Fish
1 Wildlife Way
Santa Fe NM 87507

Email Packet To:
dgf-eplus@dgf.nm.gov



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