

PERSONAL INCOME TAX CHANGE OF ADDRESS FORM

PURPOSE OF THIS FORM: Individuals may use Form RPD-41260, *Personal Income Tax Change of Address Form*, to notify the Taxation and Revenue Department of a change in address.

HOW TO COMPLETE THIS FORM: Enter the effective date of change. Enter your name and social security number. If married, also enter your spouse's name and social security number. Enter a prior name if you or your spouse's name has changed since last filing. Enter both your previous and new home address. Be sure to include any apartment numbers. You and your spouse (if applicable) must sign and date the form.

Mail this form to the Taxation and Revenue Department, P O Box 25122, Santa Fe, New Mexico 87504-5122. For assistance call your local district office (see back of page for listing).

If you wish to change your business address, use Form ACD-31075, *Business Tax Registration Update*. If you wish to change your address with the Motor Vehicle Division, please complete Form MVD-10284, *Change of Address Request*. These forms are available on the Department's internet site and at your local district office (see back of this form for details).

COMPLETE THE SECTION BELOW TO CHANGE YOUR ADDRESS OF RECORD FOR PERSONAL INCOME TAX PURPOSES

EFFECTIVE DATE _____

PREVIOUS ADDRESS

Taxpayer name	Spouse's name (if married filing jointly)
Social security number	Spouse's social security number
Prior name (complete this line if the name has changed since last filing)	Prior name (complete this line if the name has changed since last filing)
Address (number, street, apt./suite number or post office box)	Address (number, street, apt./suite number or post office box)
City, state and ZIP code	City, state and ZIP code

NEW ADDRESS

Address (number, street, apt./suite number or post office box)	Address (number, street, apt./suite number or post office box)
City, state and ZIP code	City, state and ZIP code
Telephone number	E-mail address

YOU MUST SIGN AND DATE THIS FORM

_____	_____
Taxpayer's signature	Spouse's signature
_____	_____
Date	Date

State of New Mexico - Taxation and Revenue Department
LOCAL TAXATION AND REVENUE DEPARTMENT OFFICES

Local tax offices can provide full service and information about New Mexico's taxes, programs and forms and specific information about your filing situation. If you have questions or require additional information, you may contact your local Taxation and Revenue Department Office.

ALBUQUERQUE:

Taxation & Revenue Department
Bank of the West Building
5301 Central Ave., NE
P.O. Box 8485
Albuquerque, NM 87198-8485
Telephone: **(505) 841-6200**

LAS CRUCES:

Taxation & Revenue Department
2540 El Paseo, Bldg. # 2
P.O. Box 607
Las Cruces, NM 88004-0607
Telephone: **(575) 524-6225**

SANTA FE:

Taxation & Revenue Department
1200 South St. Francis Drive
P.O. Box 5374
Santa Fe, NM 87502-5374
Telephone: **(505) 827-0951**

ALAMOGORDO (575) 437-2322
SILVER CITY (575) 388-4403
(above calls transfer to Las Cruces)

FARMINGTON:

Taxation & Revenue Department
3501 E. Main Street
P.O. Box 479
Farmington, NM 87499-0479
Telephone: **(505) 325-5049**

ROSWELL:

Taxation & Revenue Department
400 North Pennsylvania, Suite 200
P.O. Box 1557
Roswell, NM 88202-1557
Telephone: **(575) 624-6065**

CARLSBAD (575) 885-5616
CLOVIS (575) 763-5515
HOBBS (575) 393-0163
(above calls transfer to Roswell)

Main switchboard (Santa Fe): (505) 827-0700

NOTE: IF YOU ARE SELF-EMPLOYED, RUN A BUSINESS OUT OF YOUR HOME , OR WORK FOR SOMEONE ELSE BUT DO NOT HAVE WAGE TAXES WITHHELD, you may be required to register with the Department for gross receipts tax. Businesses that sell or lease goods and other tangible property or perform services in New Mexico could be subject to New Mexico gross receipts tax. All businesses must register with the New Mexico Taxation and Revenue Department to obtain a tax identification number, tax reporting forms and instructions. For more information please contact your local Taxation and Revenue Office.

Forms, instructions and general information brochures are available on the Department's Internet home page at:

www.tax.state.nm.us

For a *Faster Refund* file on the Internet.