

Address Application

Instructions

Please provide the legal description on the application submitted to the Development Services Department. This form will serve as the official address verification for the legal description submitted.

If you are requesting an address for a building permit, please submit the building permit using the legal description and a vicinity map showing cross streets. A request for an address will be forwarded to a planner while other City Staff reviews the building plans. For a new commercial site, and all remodels, please attach a site plan showing building footprint and the number of tenant spaces. For all utility companies' request, please attach a map showing the exact location of the proposed meter/tower. The map/site plan must be computer drawn with a north arrow. No hand drawn maps will be acceptable.

Applicant

Name: _____

Current Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Email: _____ Fax: _____

Type of Request

- | | |
|---|--|
| <input type="checkbox"/> New Address Assignment | <input type="checkbox"/> Correction/Change to existing address |
| <input type="checkbox"/> Lot Split/Replatting of existing lot | <input type="checkbox"/> PNM request |
| <input type="checkbox"/> CenturyLink request | <input type="checkbox"/> Water Meter request |
| <input type="checkbox"/> Telecommunications Tower request | <input type="checkbox"/> Cable request |
| <input type="checkbox"/> NM Gas Company request | <input type="checkbox"/> Other: _____ |

Legal Description

Subdivision/Unit: _____ Block: _____ Lot: _____

Tract/Parcel: _____

Zoning: _____

Old/Existing Address (if applicable)

Address: _____

New Address

Address: _____

Applicant Name (printed)

Date

Signature