



## New Mexico Regulation and Licensing Department

New Mexico Real Estate Commission  
5500 San Antonio Dr. Suite A ■ Albuquerque, New Mexico 87109  
[www.rld.state.nm.us](http://www.rld.state.nm.us)

### Property Management Declaration

**Governor**  
Michelle Lujan-Grisham

**Superintendent**  
Marguerite Salazar

**General Counsel**  
Claudia Armijo

Date:	Name:
License #:	Circle One: AB    QB

#### Section A. Qualifying Brokers and Associate Brokers Acknowledgement of Responsibilities

I, \_\_\_\_\_, hereby declare that I currently offer Property Management Services to the public or that I intend to offer such services during this 3 year licensing cycle. I acknowledge my responsibility to: (1) Complete the commission approved course, Uniform Owner Resident Relations Act, or a commission approved equivalent commercial property management related course, within one year of the date of this declaration if the declarer already has been offering such services or; (2) will complete the above course requirement prior to offering of such residential property management services if the declarer is not currently offering such services as of the date of this declaration.

I hereby acknowledge my responsibility to attend at least one New Mexico real estate commission meeting, rule hearing, or disciplinary hearing in accordance with attendance stipulations listed in Section 9 Paragraph D of 16.61.24 of the Rules of the New Mexico Real Estate Commission.

**Special Attention should be given to Part 16; Part 17; Part 23 and Part 24 of the New Mexico Real Estate Commission Rules.**

#### Section B. Associate Brokers Permissions and Supervision [ABs only]

I, \_\_\_\_\_, a licensed Associate Broker, as part of this declaration, I shall:

- (1) Have obtained written permission from my Qualifying Broker to offer residential property management services to the public.
- (2) Offer residential property management services under the supervision of my qualifying broker.
- (3) Have completed within one (1) year from the date of this declaration, in addition to the course requirement listed in Section A above, six (6) additional hours of approved continuing education courses in residential property management selected from the Commission's most current approved course catalogue.

*[AB's should skip Section C and Sign the declaration]*

*[Continue to the next page.]*

**Section C. Qualifying Brokers Supervisory, and Additional Continuing Education Responsibilities [QBs only]**

I, \_\_\_\_\_, a Qualifying Broker, hereby acknowledge my residential property management responsibilities specific to Qualifying Brokers, as follows:

- (1) I shall authorize Associate Brokers in writing my permission to offer residential property management services.
- (2) I shall supervise all Associate Brokers authorized to offer residential property management services within my brokerage.
- (3) I acknowledge my responsibility to take, in addition to the course requirement listed in Section A above, twelve (12) additional hours of approved continuing education courses in residential property management selected from the commission's most current approved course catalogue, each three year licensing cycle.

**Section D. Acknowledgement**

**I hereby acknowledge my responsibility to reconcile on a monthly basis any property management trust account under my control.**

**Section D. Signatures**

I, the undersigned, hereby declare and attest to the applicable sections of the above declaration.

\_\_\_\_\_  
Declarer Signature

\_\_\_\_\_  
Printed Name of Declarer/ Licensee

Licensee Number \_\_\_\_\_

\_\_\_\_\_  
Date of Declaration

This declaration of Intent is submitted to the Commission pursuant to Section 9 Declaration of Intent, 16.61.24 NMAC.