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MUNICIPAL COURT AUTOMATION PROGRAM  
NEW MEXICO SUPREME COURT – AOC/JID  
2905 RODEO PARK DRIVE EAST, BLDG. 5  
SANTA FE, NM 87505

PHONE: (505) 660-0813 | FAX: (505) 476-6930  
E-MAIL: [asesions@nmcourts.gov](mailto:asesions@nmcourts.gov)

## **DWI & DOMESTIC VIOLENCE CONVICTION REPORT CHANGE REQUEST**

### ***Court Information***

Court Name \_\_\_\_\_

Individual submitting request Name \_\_\_\_\_

Phone / Email \_\_\_\_\_

### ***Record Information***

Party Name \_\_\_\_\_

Case Number \_\_\_\_\_

### ***Changes Requested***

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***Authorized By*** \_\_\_\_\_ ***Title*** \_\_\_\_\_

***Printed Name*** \_\_\_\_\_ ***Date*** \_\_\_\_\_

- Authorization by clerk or court administrator for data quality revisions (e.g., spelling corrections)
- Judge's signature required for substantial changes to case data (e.g., case deletion or revised disposition)