

**This is an amendment to 16.65.3 NMAC, Section 10, effective 01//01/2026.**

**16.65.3.10 RENEWAL PROCESS:** Incomplete applications will be returned to the applicant for supplementation of necessary documentation. All AMC's shall submit a renewal form on or before their expiration date.

- A.** Renewals shall submit proof that the EIC has successfully completed an AQB approved [~~seven hour USPAP course~~] seven-hour National USPAP Continuing Education Course.
- B.** Registrations shall be renewed on-line. If on-line renewal is a hardship the registrant must contact the board office and request an official renewal form.
- C.** On-line renewal must be completed on or before the expiration date. Completed renewal forms must be post-marked or delivered to the board office on or before the expiration date.
- D.** It is the registrant's responsibility to renew on or before the expiration date.
- E.** Incomplete renewal forms will be returned to the registrant. Returned renewal forms not completed and returned to the board office on or before the expiration date will be considered late and the registrant must pay a late fee.
- F.** Ten percent of all renewals will be audited and must submit all documentation requested by the board.
- G.** The board will register the AMC renewal with the ASC on their federal registry and pay the fee as collected during the renewal process.

[16.65.3.10 NMAC - N, 10/16/2009; A, 1/16/2011; A, 1/15/2017; A, 01/01/2026]