

filmnewmexico

2010 Online Crew & Vendor Directory Application | Policy & Instructions

All applications must meet the following criteria:

- Applicants must submit a current application (available at nmfilm.com)
- Applicants must complete, sign and date the application
- Applicants may only have one listing per category
- An individual's name may only appear once in a category
- A company's name may only appear once in a category
- Applicants may have a maximum of four listings in four different categories
- Applicants must choose from the category list provided
- All applicants must write their New Mexican physical address on the application whether or not they choose to have it appear online
- P.O. Boxes are not accepted unless accompanied by a New Mexico physical address.
- Only checks and money orders are acceptable forms of payment. We do not accept credit cards or cash.
- Your check or money order is NON-REFUNDABLE. Checks and money orders are processed immediately and if it is determined that you are a non-resident, you will not be refunded.
- Applications must be mailed or delivered to the New Mexico Film Office: faxes or emails not accepted

Additional criteria for Crew/Individual listings:

- Applicant must be a New Mexico resident. To be a New Mexico Resident: 1) you must be domiciled in New Mexico, which means New Mexico is your permanent home; 2) you must file or will file a New Mexico tax return as a Resident or First-Year Resident; and 3) you must be domiciled in New Mexico on the last day of the taxable year, December 31.
- The New Mexico Film Office will use your personal physical address, not your business address, to verify residency.
- Applicants filing New Mexico Part-Year Resident or Non-Resident tax returns are not considered New Mexico residents and therefore will not be approved.
- Applicants who are determined by the NMFO as non-residents will be notified in writing.
- Applicants must submit their Social Security Number so that the NMFO can verify residency through the New Mexico Taxation & Revenue Department (TRD). This information will remain confidential and only be used for purposes of verifying residency through TRD.
- Applicants who are considered First-Year Residents (individuals who have recently moved to New Mexico with the intention of domiciling permanently in the state and will file a New Mexico First-Year Resident Tax Return) must submit proof of residency. The preferred form of proof is a New Mexico driver's license. Additionally, First-Year Residents must complete a First-Year Declaration of Residency form.
- The individual in the listing must be the same individual who signs the application.

Additional criteria for Vendor/Business listings:

- Vendors must provide a New Mexico tax ID number (CRS number). This information will not appear online. Please note that some categories may require a number issued from the Public Regulations Committee (PRC) or the Regulation and Licensing Department (i.e. Real Estate License.)

Additional Information:

- You can list anytime throughout the year; however, all listings expire December 31 regardless of when the application is submitted.
- Each listing costs \$10.00.
- Applications for the 2010 calendar year will be available online November 5. 2009 applications will be not accepted after November 16.
- Any questions regarding the policy, application or category list, please contact info@nmfilm.com

Listings that appear in the NMFO Online Crew & Vendor Directory are paid advertising. Neither the State of New Mexico nor the NMFO warrants the truth or accuracy of any of the statements contained in the online listings. The NMFO reserves the right to remove listings from the site for non-payment, in the event a listing contains false or misleading information, including individuals who are determined to be non-residents, or listings that are not immediately corrected upon written notice from the NMFO. The NMFO reserves the right to verify membership or membership status to any union, guild, or association listed on the application.