



## RETURN Agreement Checklist

Please complete and return the following items to New Mexico Arts.

**Agreement** with original signatures, wet or time-stamped digital signature:

Complete Agreement (including the contract body)

Required forms:

Signature page

Schedule of Programs & Services

Revised Budget Estimate

Assurance of Compliance Form

Statement of Federal Standing & Funds Form

**ONE (1)** copy of supporting document:

New Mexico Substitute W-9 Form

Please include this If you have a change of address; If you have a change in banking details; or If you are a new grantee and need to be established in the state vendor file.

**Please Email or Mail Your Complete Agreement Packet to:**

**Anna Blyth**  
Grants Program Director  
[anna.blyth@state.nm.us](mailto:anna.blyth@state.nm.us)

**New Mexico Arts**  
Bataan Memorial Building  
407 Galisteo, Suite 270  
Santa Fe NM 87501-2834