



The Purchasing Memo

Date: July 20, 2026

To: Governing Body
Finance Committee
Quality of Life
Erika V. Lujan, Grant Manager
Travis Dutton, CPO
Andy J. Hopkins, Budget Officer

From: Jordan Guenther, TSF Marketing Director JORDAN GUENTHER
JORDAN GUENTHER (Jul 20, 2026 13:24:30 MDT)

Via: Randy Randall, TSF Executive Director Randy Randall
Randy Randall (Jul 20, 2026 14:45:10 MDT)

Subject: FY27 New Mexico Tourism Department Grant – 27-418-1003001000-36

ITEM AND ISSUE:

TOURISM Santa Fe respectfully requests your review and approval of Cooperative Grant Agreement in the total amount of \$259,527 for FY27 Term; with New Mexico Tourism Department; Randy Randall, TOURISM Santa Fe, Executive Director, rrandall@santafenm.gov, 505-955-6209).

Request for Approval of Budget Adjustment Resolution (BAR); to Allocate Funds in the Amount of \$64,455 for the Marketing Cooperative Agreement; (Randy Randall, TOURISM Santa Fe Executive Director, rrandall@santafenm.gov and 505-955-6209).

COMMITTEE REVIEW:

Quality of Life: 08/05/2026
Finance Committee: 08/10/2026
Governing Body: 08/12/2026

CONTRACT NUMBER:

N/A

BACKGROUND AND SUMMARY:

TOURISM Santa Fe Applied for this marketing grant from the New Mexico Tourism Department (NMTD) and have been awarded a grant in the amount of \$259,527 which is broken into two components. One is for MMP in the amount of \$146,217 for MMP/media where NMTD pays \$97,478 and TSF pays \$48,739 through our advertising agency (Vladimir Jones).

The second component is the Flex which is for consumer travel shows (Unicomm LLC) and Afar Print in total of \$113,310 where NMTD is responsible for \$64,455 and TSF responsible for \$48,855. TSF will front the Flex in total of \$113,310 but will then be reimbursed from NMTD for their portion in the amount of \$64,455.

PRIOR APPROVALS AND SUPPORTING INFORMATION:

FUNDING SOURCE:

VSF Admin-Advertising / 2130521.561850

\$146,217 total value for MMP

\$48,739 paid by TSF

\$97,478 paid by NMTD

VSF Admin-Registrations / 2130521.560700

\$113,310 total value for Tradeshow (Flex)

\$48,855 paid by TSF

\$64,455 paid by NMTD

\$64,455 Reimbursement from NMTD for Flex paid by NMTD

Budget Officer / Designee: Andrew J. Hopkins **Date:** 07/22/2026

Budget Officer Comment/Exceptions: _____

PROCUREMENT METHOD:

The procurement method used was NMSA 1978, Section 13-1-135, Coop

NMTD Grant agreement #27-418-1003001000-36

Chief Procurement Officer (CPO)/Designee: _____ **Date:** _____

CPO Comment/Exceptions: _____

ASSOCIATED APPROVALS:

IT Components included? ☐ Yes | ☒ No

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

Treasury/Point of Sale Components included? ☐ Yes | ☐ No

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

Vehicles included? ☐ Yes | ☒ No

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

Construction to City Facilities, Furniture, and/or Fixtures included? ☐ Yes | ☒ No

Approval: _____ **Title:** _____ **Date:** _____

Comment/Exceptions: _____

Is this an externally funded purchase? ☒ Yes | ☐ No

If yes, what is the issuing agency: New Mexico Tourism Department

Approval: _____ Title: _____ Date: _____

Comment/Exceptions: _____

Is this a Capital Asset or Project? ☐ Yes | ☒ No

Project Ledger Number: TOU2621301

Approval: ERIKALUJAN Title: Grant Manager Date: 07/22/2026
ERIKALUJAN (Jul 22, 2026 09:07:17 MDT)

Comment/Exceptions: _____

ATTACHMENTS:

GRANT Agreement

CPO Service Determination Email

Procurement document: Coop Master Agreement

Vendor's Quote

Project Ledger

BAR



City of Santa Fe New Mexico

Finance Department

Project Ledger Request Form



Date of Request: 6/26/2027

Project Title: NMTD Coop - NM True FY27

Project Type: ☐ CIP ☒ Grant ☐ Internal Tracking

Department: TOURISM Santa Fe Project Manager: Jordan Guenther Ext: 6212

Project Date Range: FY27 to June 30, 2027 ☐ Create Fixed Asset

Project ID: TOU2621301

Grant ID: S2705

Approved By: BSG 07.17.26/ ERIKA LUTAN
(Finance Use Only)

☐ Multi-Funding (complete all funding sources, should equal 100%)

Funding Source: NM Tourism Department % of Funding: _____

MUNIS ORG: 2130521 MUNIS OBJ: 490300 Awarded Amount: 161,933

Funding Source: Local % of Funding: _____

MUNIS ORG: 2130521 MUNIS OBJ: 561850 & 560700 Awarded Amount: 97,594

Expense String Phase: FY27 TOTAL PROJECT AMOUNT: \$259,527.00

A project must have at least one phase identified, this can be used as an additional level of tracking, for example, CIP - Design, Construction, etc. For Grants can be used as reimbursable types, such as transportation, salaries.

(You can create more than one phase and you can default MUNIS ORGs and OBJs, optional)

Phase: Advertising & Registration MUNIS ORG: 2130521 MUNIS OBJ: 561850 & 560700

Grants Only (list all grants if applicable):

Grantor Name: NMTD Coop Agreement 27-418-1003001000-36 Awarded Amount: 161,933

AR Charge Code: _____ ☐ Grant funds multiple projects
(Complete a form for each project)

Grantor Id: _____ Federal CFDA (if applicable): _____

Grantor Name: _____ Awarded Amount: _____

AR Charge Code: _____ ☐ Grant funds multiple projects
(Complete a form for each project)

Grantor Id: _____ Federal CFDA (if applicable): _____

(If grants please provide all grant award documents with form) ☐ Attached Grant Documentation

**STATE OF NEW MEXICO
TOURISM DEPARTMENT
Cooperative Marketing Agreement**

THIS AGREEMENT, numbered **27-418-1003001000-36**, is made and entered into by **State of New Mexico Tourism Department**, hereinafter referred to as the "NMTD," and **TOURISM Santa Fe**, hereinafter referred to as the "Partner" (collectively the "Parties") and is effective as set forth below.

RECITALS

WHEREAS, the New Mexico Legislature appropriated funds to NMTD for the purpose of carrying out the duties of the NMTD, which include providing a coordinated statewide perspective with regard to tourism activities; and

WHEREAS, NMTD desires to coordinate this effort through cooperative programs with matching funds for certain tourism-related non-profit organizations, local and tribal governments; and

WHEREAS, Partner wishes to leverage the New Mexico True brand (the "Brand") with advertising and media-related services provided by NMTD to stimulate tourism activities and is willing to contribute funds to further the Parties' efforts to that effect;

NOW, THEREFORE, IT IS AGREED BETWEEN THE PARTIES, for the express and sole purpose of stimulating tourism in New Mexico, in consideration of the mutual covenants and obligations contained herein, as follows:

I. Obligations of Partner. Partner shall:

- A. Performance. Meet or exceed the requirements of its FY27 Cooperative Marketing Application to promote travel within and/or to New Mexico through advertising and media efforts as defined in the FY27 Award Summary, as approved by NMTD and attached hereto as *Exhibit A*.
- B. Payment. Make all payments in accordance with the requirements listed in *Exhibit A*.
 1. Acknowledge that failure to make a timely payment will affect advertising and media efforts as defined in the FY27 Award Summary.
 2. In the event Partner fails to make payment within ten (10) business days of the due date indicated in *Exhibit A*, NMTD may cancel this agreement pursuant to Paragraph IV(B).
 3. Partner may submit a request to extend a scheduled due date, subject to NMTD approval. Failure to comply with the extension schedule may result in cancellation of this agreement pursuant to Paragraph IV(B).
- C. Style Guide. Agree to follow the established New Mexico True Brand Style Guide available via link [here](#).
- D. Approval for Brand Use. Obtain prior approval from NMTD at least twenty-one (21) days prior to Partner's deadline for any and all use of the Brand.
 1. NMTD reserves the right to inspect and edit any usage of the Brand to ensure proper quality and consistency.

- E. Communication. Collaborate with NMTD, providing timely inputs and responses to communications that ensure successful execution of all initiatives as outlined in *Exhibit A*. In furtherance of this commitment, Partner shall:
1. Agree to make every effort to maintain effective communications with NMTD for the term of this agreement.
 2. Acknowledge that in the event Partner fails to timely respond within ten (10) business days of receipt of a communication, NMTD reserves the right to resume, modify, reject, cancel or stop any and all initiatives or works in progress.
- F. Modification of Initiatives. Request and obtain prior approval from NMTD for any and all modifications to the initiatives outlined in *Exhibit A*.
1. An amendment to the initiatives within the Agreement and *Exhibit A* must be executed by all parties before Partner implements the requested change in initiatives.
 2. In the event Partner modifies an initiative without prior approval, NMTD reserves the right to reject, cancel, or stop any and all initiatives or works in progress.
- G. Future Eligibility. Acknowledge that any failure to adhere to the parameters set forth herein may affect Partner's eligibility for future awards.
- H. Flex Funds. In addition to the above obligations, for all Flex funds expended, Partner must also:
1. Reimbursement Requests. Acknowledge that it has access to, and agrees to comply with, the FY27 Flex Reimbursement Request Form via the online grant platform and related cycle documents located at <https://accounts.submittable.com/u/login>. The online application form and Partner's responses to that form are incorporated herein by reference.
 2. Prior Approval. Obtain prior approval utilizing the Asana form linked [here](#) and retain the approval identification number to submit with Partner's request for reimbursement for all cobranded creative materials, *i.e.* any printed or digital collateral, advertising, etc. that incorporate any part of the New Mexico True brand logo including the customized "logo lockup" provided by NMTD for Partner's use in conjunction with cooperative marketing initiatives.
 3. Eligible Reimbursements. Acknowledge that NMTD reserves the right to unilaterally determine eligible line items. Line items which fail to meet the established New Mexico True Brand Style Guide shall not be reimbursed.
 4. Reporting and Payment. Fully and accurately complete and timely submit the Request for Reimbursement Form(s) and supply all required analytics and reporting pertaining to awarded Flex initiatives. Complete and timely Requests for Reimbursements shall adhere to the following:
 - a. Timely Submission. Requests for payment of expenses incurred between **July 1, 2026 and May 31, 2027** must be submitted within thirty (30) days of placement in market. *Expenses incurred before the execution of this agreement will not be eligible for reimbursement.*
 - b. Deadline. All requests for payment must be received by **June 9, 2027**. Incomplete or illegible requests will not be processed.

- c. Eligibility. Eligible expenses submitted for reimbursement must be incurred, billed, and paid by the awarded partner or fiscal agent.
 - i. Failure to provide sufficient documentation in support of requests for payment, including but not limited to proof of placement, proof of payment, and proof of creative approval, may result in the unsupported submission not being processed for payment.
 - ii. Invoices naming entities other than the awarded partner shall be deemed ineligible.
- ci. Reporting. All required analytics and reporting must be completed and supplied to NMTD thirty (30) days after the conclusion of the awarded initiative, but no later than **June 30th, 2027**.
 - i. A copy of vendor supplied metrics and performance reports may be uploaded and submitted using the Asana form linked here.
 - ii. A custom Tracking and Impact Report may be supplied upon request.
 - iii. Failure to do so may result in forfeiture of reimbursement and/or affect Partner's future opportunities to collaborate with NMTD.

II. Obligations of NMTD. NMTD agrees that it shall:

- A. Assets. Provide assets necessary to meet requirements for logo integration.
- B. Reimbursement. For all Flex funds expended, NMTD will reimburse Partner for all eligible expenses, in accordance with the amounts listed in *Exhibit A*, upon receipt of a completed Request for Reimbursement Form along with all required supporting documentation.
- C. Performance. Upon receipt of Media Menu Plan (MMP) Partner funds, NMTD will:
 - 1. Communicate with media vendors and secure ad placement and/or services as agreed upon and set forth in *Exhibit A*;
 - 2. Provide documentation to Partner to verify agreed upon deliverables were made in accordance with *Exhibit A*;
 - 3. Pay media vendors for ad placement and/or services; and
 - 4. Collect and share campaign performance measurement data with Partner.

III. Copyright and Quality Control.

- A. License. For the term of this Agreement, the NMTD grants to the Partner a nonexclusive, nontransferable, worldwide right and license to use the New Mexico True Brand in furtherance of the Partner's promotion and advertising of and within New Mexico, as outlined in *Exhibit A*. This includes but is not limited to the creation and distribution of advertisements defined in the original application submitted and is subject to NMTD creative approval prior to placement. The Partner must cease use of the New Mexico True Brand within 60 days of the agreement's termination.

- B. Approval and Style Guide. All Brand usage and creative must be submitted to and approved by NMTD prior to use and must adhere to Brand Style Guide available via link here.
- C. Right to Inspect. NMTD will exercise its right to inspect Partner's creative assets designed for and used in conjunction with marketing and promotional campaigns that employ Brand logos to ensure that such use is of proper quality and otherwise consistent with this Agreement.
- D. Right to Approve. NMTD shall have the right in its sole discretion to approve or disapprove Partner's creative assets designed for use in marketing and promotional campaigns. Creative assets disapproved by NMTD will be deemed ineligible for reimbursement.
- E. Additional Samples. In its inspection, NMTD may require that additional samples be submitted.
- F. Right to Remove. NMTD may require that Brand logos be removed from creative assets before use.
- G. Breach of Obligations. If Partner fails to obtain prior approval or should NMTD determine Partner's creative production and Brand use is inconsistent, such failure shall be deemed a breach of Partner's obligations under this Agreement for the purposes of the termination under Section IV (B) (1).
- H. Joint Ownership. All materials developed or acquired by the Partner under this Agreement shall become the jointly owned property of the State of New Mexico.
 - a. Nothing produced, in whole or in part, by the Partner under this Agreement shall be the subject of an application for copyright by or on behalf of Partner.
 - b. Furthermore, NMTD may access and use Partner's advertising and other creative production assets at its sole discretion.

IV. Additional Terms & Conditions.

- A. Appropriations. The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the Legislature of New Mexico. If sufficient appropriations and authorization are not made, this Agreement shall terminate upon written notice given by NMTD to the Partner. NMTD's decision as to whether sufficient appropriations are available shall be accepted by the Partner and shall be final.
- B. Term and Termination. This Agreement shall become effective upon its execution by both Parties and shall terminate on **June 30, 2027**.
 - 1. NMTD may terminate this Agreement if Partner fails to comply with the obligations under this Agreement.
 - 2. Either party may terminate or seek to further negotiate this Agreement upon thirty (30) days written notice to the other. In the event of termination, neither party may nullify obligations already incurred for performance or failure to perform, prior to the date of termination and any outstanding reimbursements shall be made pro rata.
 - 3. For the avoidance of doubt, no termination of this Agreement shall relieve Partner of any obligations incurred prior to effective date of such termination including, without limitation, services performed and any prepaid costs.
- C. Force Majeure. A "Force Majeure Event" is defined as an event or effect that can be neither anticipated nor controlled which renders performance of the terms of this Agreement

impossible, impracticable, or unsafe, including public health emergencies such as COVID-19. If a Force Majeure Event occurs, the parties' respective obligations hereunder will be excused fully, without any additional obligation, and each of the parties shall bear its own costs incurred in connection with this Agreement.

- D. Modification. This Agreement shall not be altered, changed, or amended except by instrument of writing executed by the Parties hereto.
- E. Liability. Neither party shall be responsible for liability incurred as a result of the other party's acts or omissions in connection with this Agreement. Any liability incurred by either party in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, NMSA 1978, §41-4-1, *et seq.*, as amended.
- F. Governing Law and Venue. This Agreement is governed by the laws of the State of New Mexico. Any legal action related to this Agreement must be brought in the First Judicial District Court of the State of New Mexico.
- G. No Third-Party Rights. This Agreement is not intended to and does not create any rights in any persons or entity not a party hereto.
- H. Any notice required to be given to either Party by this Agreement shall be in writing and shall be delivered in person, by courier service or by electronic mail, U.S. mail, either first class or certified, return receipt requested, postage prepaid, as follows:

To NMTD: New Mexico Tourism Department
 Nelida Griego
 491 Old Santa Fe Trail | Santa Fe, NM 87501
 505-795-0108 | nelida.griego@td.nm.gov

To Partner: Jordan Guenther
 TOURISM Santa Fe
 200 Lincoln Ave., P.O. Box 909
 Santa Fe, NM, 87504
 505-309-1194 | jguenther@santafenm.gov

- I. The individual signing below on behalf of the Partner represents and warrants that he or she has the authority to bind the Partner, and that no further action, resolution or approval from the Partner is necessary to enter into a binding agreement.

THE REMAINDER OF THIS PAGE LEFT BLANK INTENTIONALLY

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date of signature by the NMTD Agency Head Designee listed below.

By: _____ Date: _____
Michael Garcia - Mayor, City of Santa Fe
PARTNER

ATTEST

By: _____ Date: _____
Geraldyn Cardenas - Interim City Clerk, City of Santa Fe
PARTNER

By: _____ Date: _____
Xavier Vigil - Assistant City Clerk, City of Santa Fe
PARTNER

CITY ATTORNEY'S OFFICE

By: Sarah Piltch Date: 06/25/2026
Sarah Piltch (Jun 25, 2026 14:31:02 MDT)
Sarah Piltch - Assistant City Attorney, City of Santa Fe
PARTNER

FINANCE

By: Monica Maestas Date: 07/22/2026
Andrea Phillips - Interim Finance Director, City of Santa Fe
PARTNER
Monica Maestas - Finance Director

Approved for legal sufficiency:

By: _____ Date: _____
Phoebe Roderick, Legal Counsel for NMTD

By: _____ Date: _____
Rayline Sebay, CPO, ASD NMTD

By: _____ Date: _____
Shanna Sasser, Deputy Cabinet Secretary NMTD

The records of the Taxation and Revenue Department reflect that the Partner is registered with the Taxation and Revenue Department of the State of New Mexico to engage in business and to report and pay tax from business conducted in New Mexico.

CRS Number: 01710541002

By: _____ Date: _____
Taxation and Revenue Department

FY27 NM True Cooperative Marketing Program

Organization Name: TOURISM Santa Fe
Primary Contact: Joy Rice
Email: jrice@santafenm.gov
Phone: 5059556205

AWARD SUMMARY

Type	#	Total \$ Value	NMTD \$	Partner \$ Commitment	Partner \$ Due 07/10/26	Partner \$ Due 12/01/26
MMP	8	\$146,217.00	\$97,478.00	\$48,739.00	\$24,369.50	\$24,369.50
FLEX	3	\$113,310.00	\$84,455.00	\$48,855.00	N/A	N/A
Total	11	\$259,527.00	\$181,933.00	\$97,594.00	\$24,369.50	\$24,369.50

Initiative	Details	#	Total \$ Value	NMTD \$	Partner \$ Commitment	Partner \$ Due 07/10/26	Partner \$ Due 12/01/26
MMP AWARDS							
New Mexico True Adventure Guide - 2 Page Spread + Digital	Details	1	\$27,387.00	\$18,258.00	\$9,129.00	\$4,564.50	\$4,564.50
New Mexico Magazine Print Ads (3X, Full Page) + Digital	Details	1	\$14,820.00	\$9,880.00	\$4,940.00	\$2,470.00	\$2,470.00
Texas Monthly Print Ad (Full Page) + Digital & E-Newsletter	Details	2	\$31,260.00	\$20,840.00	\$10,420.00	\$5,210.00	\$5,210.00
Dallas - D Magazine Print Ads (3X, Full Page) + Advertorial & Bonus E-Newsletter	Details	2	\$40,500.00	\$27,000.00	\$13,500.00	\$6,750.00	\$6,750.00
Denver 5280 Magazine Print Ads (3X, Full Page) + Digital	Details	1	\$16,500.00	\$11,000.00	\$5,500.00	\$2,750.00	\$2,750.00
Phoenix Magazine Print Ads (3X, Full Page) + Digital	Details	1	\$15,750.00	\$10,500.00	\$5,250.00	\$2,625.00	\$2,625.00
FLEX AWARDS							
Unicomm LLC; Travel and Adventure Shows (Maintenance Markets) Travel and Adventure Shows, we are requesting funding to attend the following shows in our Maintenance Markets in order of priority: 1. Denver 2. Dallas 3. Phoenix. Each Show has an estimated attendance ranging from 10,000 to 15,000 attendees. Each show is two days long over a Saturday and Sunday. We are requesting funding to support as many as nine New Mexico destinations; Albuquerque, Taos, Taos Ski Valley, Gallup, Red River, Farmington, Las Cruces, Roswell, Los Alamos, and Santa Fe have expressed interest in attending with the CoOp funding. The objective is to increase visibility for New Mexico and each participating destination to the Leisure travelers in these markets. This will be measured by an increase in visitation and Lodgers Tax for each destination. Santa Fe has taken the lead in acquiring funding to help NMTD support other destinations in New Mexico and to increase the awareness and presence at each Travel and Adventure show. We are requesting that NMTD provide flexibility on the funding as some shows draw more destinations than others.		1	\$44,340.00	\$22,170.00	\$22,170.00	N/A	N/A
Unicomm LLC; Travel and Adventure Shows (Development Markets) Travel and Adventure Shows, we are requesting funding to attend the following shows in our Development Markets in order of priority: 1. Chicago 2. Los Angeles 3. Bay Area. Each Show has an estimated attendance ranging from 10,000 to 15,000 attendees. Each show is two days long over a Saturday and Sunday. We are requesting funding to support as many as nine New Mexico destinations; Albuquerque, Taos, Taos Ski Valley, Gallup, Red River, Farmington, Las Cruces, Roswell, Los Alamos, and Santa Fe have expressed interest in attending with the CoOp funding. The objective is to increase visibility for New Mexico and each participating destination to the Leisure travelers in these markets. This will be measured by an increase in visitation and Lodgers Tax for each destination. Santa Fe has taken the lead in acquiring funding to help NMTD support other destinations in New Mexico and to increase the awareness and presence at each Travel and Adventure show. We are requesting that NMTD provide flexibility on the funding as some shows draw more destinations than others.		1	\$22,170.00	\$11,085.00	\$11,085.00	N/A	N/A
AFAR Print x 2 AFAR print reaches an affluent, high-value traveler who aligns closely with Santa Fe's ideal visitor. Readers have strong financial capacity and travel frequently, with a clear preference for luxury experiences. Circulation of over 250k quarterly. This audience is motivated by culture, authenticity, and sustainability, which directly reflects Santa Fe's positioning. The editorial environment adds credibility and inspires consideration among travelers seeking meaningful, immersive destinations. AFAR also connects with a network of luxury travel advisors who influence high-spend bookings, extending impact beyond the reader. Overall, AFAR print delivers a qualified audience and a strong contextual fit to drive high-value visitation to Santa Fe.		1	\$46,800.00	\$31,200.00	\$15,600.00	N/A	N/A

*NMTD not funding Bay Area trade show

TOURISM Santa Fe FY27 NM TRUE FY27

Final Audit Report

2026-07-22

Created:	2026-07-21
By:	BRITTANY GURULE (bsgurule@santafenm.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAADsT62ezLpPCqbFr6vnbIGd78kNdKzxaw
Documents:	TOURISM Santa Fe FY27 NM TRUE FY27.pdf (12 pages)
Number of Documents:	1
Document page count:	12
Number of supporting files:	0
Supporting files page count:	0

"TOURISM Santa Fe FY27 NM TRUE FY27" History

-  Document created by BRITTANY GURULE (bsgurule@santafenm.gov)
2026-07-21 - 5:51:43 PM GMT- IP address: 63.232.20.2
-  Document emailed to ERIKA LUJAN (evlujan@santafenm.gov) for signature
2026-07-21 - 5:54:55 PM GMT
-  Document e-signed by ERIKA LUJAN (evlujan@santafenm.gov)
Signature Date: 2026-07-22 - 3:07:17 PM GMT - Time Source: server- IP address: 63.232.20.2 - Signature Appearance Selected: TYPE
-  Document emailed to Andrew Hopkins (ajhopkins@santafenm.gov) for signature
2026-07-22 - 3:07:32 PM GMT
-  Email viewed by Andrew Hopkins (ajhopkins@santafenm.gov)
2026-07-22 - 3:07:38 PM GMT- IP address: 62.10.205.21
-  Document e-signed by Andrew Hopkins (ajhopkins@santafenm.gov)
Signature Date: 2026-07-22 - 3:48:12 PM GMT - Time Source: server- IP address: 63.232.20.2 - Signature Appearance Selected: IMAGE
-  Agreement completed.
2026-07-22 - 3:48:12 PM GMT