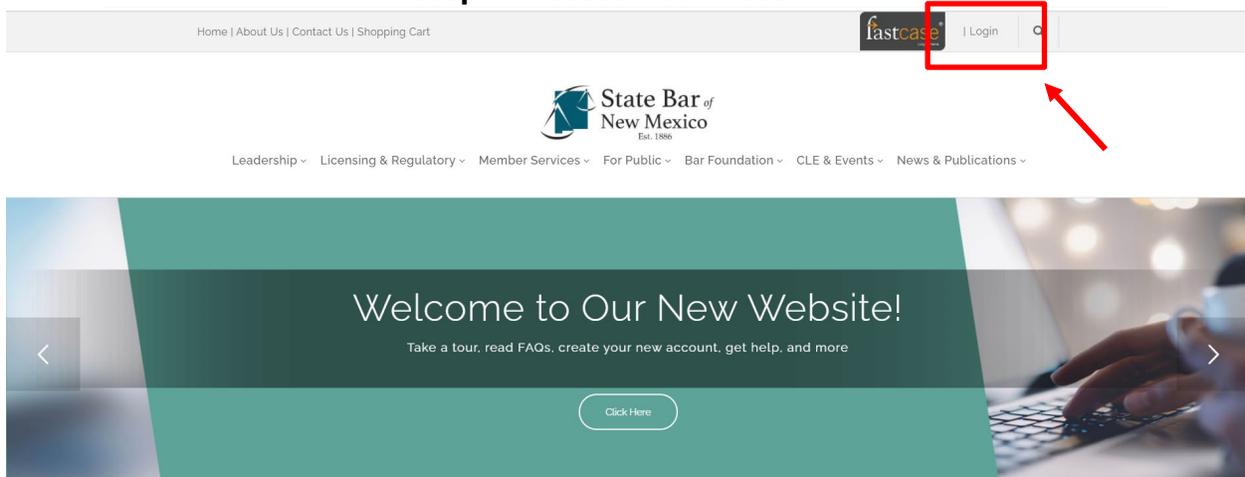




State Bar of  
New Mexico  
Est. 1886

# License Renewal Instructions

## Step 1: Access Your Account



- Visit [www.sbnm.org](http://www.sbnm.org) and click "login" in the top right hand corner
- Click "Forgot Password"
- Enter your EMAIL OF RECORD and click "Send Login Instructions."
- Open up the "Temporary Password Request" email that was sent to you. Be sure to check your junk and clutter folders.
- Follow the instructions to create a secure password.

Follow Detailed Instructions

[Read Reset Instructions](#)

[Watch Reset Instructions](#)

[Report Issues Logging In](#)

## Step 2: Navigate to Your Member Dashboard

## Member Dashboard

The screenshot shows a member dashboard with a profile section on the left containing a silhouette icon, an 'UPLOAD PHOTO' button, and fields for 'Bar ID:', 'Member Type:', and 'Member since'. On the right, there are dropdown menus for 'Practice Areas: --', 'Practice Counties: --', and 'Other Active States:'. Below this is a navigation bar with two main sections: 'MY ACCOUNT' on the left and 'LICENSE RENEWAL' on the right. The 'LICENSE RENEWAL' section is highlighted with a red box and contains a '2021 License Renewal' link. Below the navigation bar, there are links for 'Change My Address', 'Update General Information', 'Update My Username/Password', and 'Invoice History' under 'MY ACCOUNT'; and 'MCLE' with a sub-link 'Check your MCLE credits' and 'Search for Courses' under 'LICENSE RENEWAL'.

- Complete the login process by clicking "Login" in the top right corner.
- If, after logging in, you are not redirected to the member dashboard, click your name in the top right.
- Click "2021 License Renewal"

### Step 3: Complete Your Licensing Renewal

- Complete Steps 1-4 in the Licensing Renewal Form:
  1. Review and/or change Your Address Information
  2. Review and/or change Your General Information
  3. Submit Certification in all Required Disclosures
  4. Pay your License Fee Renewal with credit card or check (no additional fees if paid by check)
- PLEASE NOTE: Steps 1-3 must be completed before your payment can be processed.

# State Bar License Renewal

<p>1) Review your Address Information</p> <p><b>UPDATE ADDRESS INFORMATION</b></p> <p>Address</p> <p>Firm Address of Record</p> <p>Street Address</p> <p>Phone Fax Website Email Last Updated</p>	<p>2) Review Your General Information</p> <p><b>UPDATE GENERAL INFORMATION</b></p> <p>Demographics</p> <p>Ethnicity Disabled LGBTQ Military Veteran Practice Areas</p> <p>Judicial Nominating Commission</p> <p>Political Party Indication of Interest</p>
<p>3) Required Disclosures <b>i</b></p> <ol style="list-style-type: none"><li><b>PROFESSIONAL LIABILITY INSURANCE</b></li><li><b>TRUST ACCOUNT</b></li><li><b>PRO BONO</b></li><li><b>SUBMIT CERTIFICATIONS</b></li></ol> <p><b>OR PRINT AND MAIL IN</b></p>	<p>4) License Fee Renewal</p> <p>Invoice #: Issue Date: Due Date: Total Invoice Amount: Status: Balance Due:</p> <p><b>OR PRINT AND MAIL IN</b></p>

## Assistance

[Questions Regarding the License Renewal Forms](#)

[Technical Assistance](#)