



Administrative Office of the Courts

E-Filing Notice

New Mexico magistrate courts and the Bernalillo County Metropolitan Court will begin receiving and processing subsequent electronic filings in criminal cases through eFile & Serve starting Aug. 23, 2024.

Next steps for Attorneys:

1. Attorneys without a CAID (court appointed ID) number need to apply for a CAID from the Supreme Court.
2. Register for an eFile & Serve account if one does not already exist for civil filings.
3. Take Tyler Technologies' Webex training accessed through the New Mexico [eFile & Serve site](#).
4. Read the [Attorney Guidelines](#) posted on the New Mexico web page.
5. Register for training provided Aug. 19-22. [Click here](#) for the registration form.

On or after August 23:

Attorneys and agencies with active pending criminal cases at either the magistrate or metropolitan courts must add themselves as Service Contacts to their cases starting Aug. 23. Instructions for doing this are available by [clicking here](#).