

NMFO PASS THROUGH REQUEST FORM

OUTSOURCING OUT-OF-STATE GOODS OR EQUIPMENT

Production Companies can use a General Production Services Vendor to outsource goods or equipment when the goods or services are unable to be found, created, or procured in NM. **Please note**, the NMFO must determine (and approve) if reasonable efforts were initially made by the Production Company to contract Specialized Vendors with like-inventory to outsource goods or equipment. *

Description of Goods or Inventory Required by Production: _____

Out of State Business Name and Address of Subcontractor (include website if applicable): _____

Would the Production Services Vendor receive the shipment and provide insurance coverage? YES / NO

Please provide three (3) bids from in-state specialized vendors with like-inventory:

<i>Date/Time</i>	<i>Company</i>	<i>Contact</i>	<i>Title</i>	<i>Phone</i>	<i>Conclusion</i>

I declare that I have completed this document to the best of my knowledge and verify that it is true, correct and complete:

Authorized Representative of Production Company

Printed Name

Signature

Title

Date

***Please email your pass through request form for approval (before ordering items through a qualifying production services vendor) to the Senior Manager of Production at the NMFO: [Lisa Lucas](#).**

An approval letter email must accompany your invoice from the Production Services Vendor order when applying for the NM Tax Incentive.