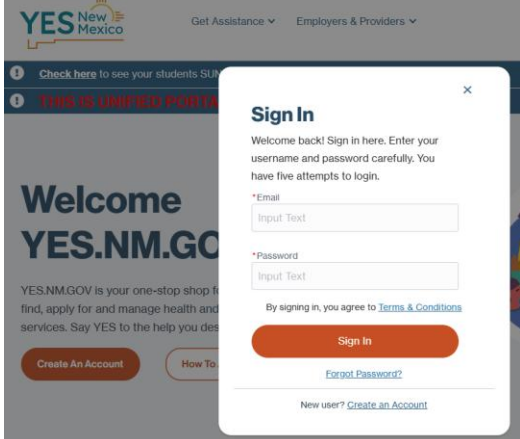
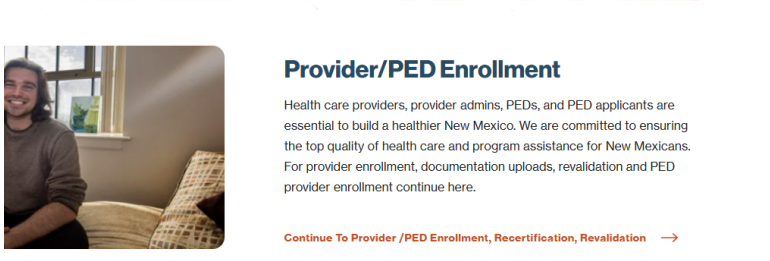
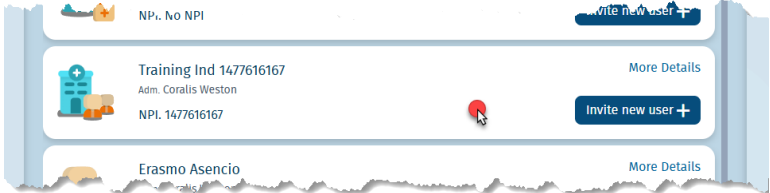

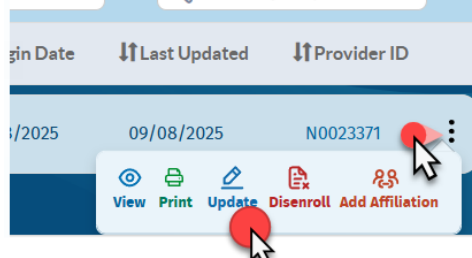

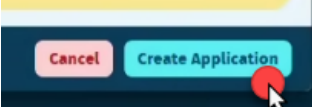
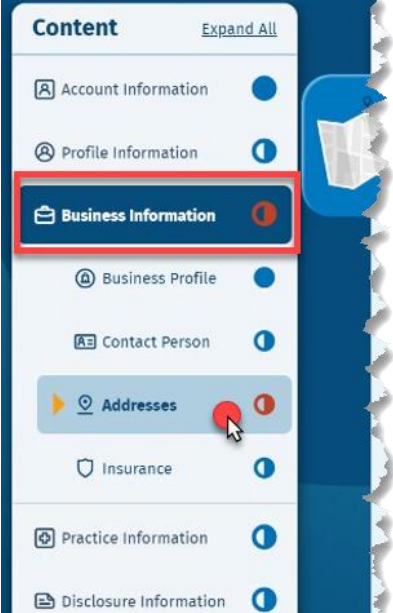


How to Submit a Change of Service Address Application

To complete a Change of Address Application (CHOA), follow the steps below:

Step	Picture
<p>1. Sign In to Yes.NM.gov.</p>	
<p>2. Select “Continue to Provider/PED Enrollment, Recertification, Revalidation” link.</p>	
<p>3. Select the Workspace with the Account you need to Update.</p>	
<p>4. Select “Accounts” on the top menu bar.</p>	
<p>5. Hover over the account three dots and select Update.</p>	

Step	Picture
<p>6. Select the Change of Service address (CHOA Application) button.</p>	
<p>7. Select Create Application.</p>	
<p>8. Update the Service Address in the Business Information – Addresses section.</p>	
<p>9. Complete the Rendering Signature process and “Submit” the application.</p>	