

State of New Mexico  
*New Mexico Legislative Council*

Legislative Maintenance Department  
211 State Capitol, Santa Fe, New Mexico 87503  
(505) 986-4575 FAX: (505) 986-4295



Dear Pam Hegarty,

Please review the following student conduct codes.

We request that you do not change or move any of the furniture arrangements in the committee rooms assigned to you. Signs or other materials may not be mounted on walls or doors. We ask that you treat the State Capitol Building with all due respect. Do not open desks, use private telephones, mistreat or abuse the microphones, furniture or any other physical materials at the Round House. The students are not allowed to attempt to enter the State of New Mexico's computer lines via the State Capitol Building data jacks.

NO SMOKING, FOOD OR BEVERAGES will be permitted in the House or Senate Chambers, galleries, committee rooms or corridors. The Legislative Coffee Shop, located on the 2<sup>nd</sup> floor, is closed during the interim. Please keep in mind that all halls, lobby areas and corridors are public spaces and should not be blocked in any way.

Parking is available in the East Visitors Parking area and nearby at the Lamy and PERA buildings. Please do not park in the underground parking garage, as all underground parking is reserved for staff and Legislators.

Student groups using the State Capitol Building must be accompanied by adult sponsors. If you agree to the conditions in this letter, please sign a copy and return it to the Legislative Maintenance Department, at your earliest convenience. We also request that the students attending this program receive in their packets a copy of this agreement.

Student Signature \_\_\_\_\_