

## NMERB Appointments

## **Appointment Booking Instructions**



Visit the ERB Appointments page on the ERB website (www.nmerb.org)



Select an NMERB Service



Select a date and time



Enter your first and last name, email address, and phone number.



Click on the "Book" button



A confirmation email will be sent to you through the Microsoft Bookings application.



Please note that appointments will be held open for five minutes from the start time. After 5 minutes, the appointment would need to be rescheduled by the Member.

If you need additional support, or have questions regarding the appointment feature, please contact us at erb.communications@state.nm.us or 1 (800) 663-1919

New Mexico Educational Retirement Board Communications and Outreach Department