



## Mi Via Goods and Services Explanation Letter for Vendors

I am a participant receiving goods, supports and services through a state and federally funded program called Mi Via. It is New Mexico's self-directed waiver program. Through this program, I am able to purchase items/goods and services that are approved on my Service and Support plan and budget.

In order to buy goods or services, I need a billing statement or cost quote, from the business(es) I wish to purchase from. This cost quote or billing statement should include a description along with the total cost of the item or service including tax. Once I have this cost quote or billing statement, I will submit it to Public Partnerships LLC, the state contracted financial management agent. They will then issue a check from my account made out to your business for this purchase. I will then bring this check to you in order to complete this transaction.

The check will come from       Public Partnerships, LLC  
Mi Via Financial Management Agent  
6 Admiral's Way  
Chelsea, Massachusetts 02150

You may contact PPL at their toll free telephone number if you have any questions:

Phone:       1-866-393-3752

Fax:         1-866-760-2870

Or, you may visit, <http://www.MiViaNM.org> for further information.