
STATE OF COLORADO
SECRETARY OF STATE
Administrative Hearing Office
1700 Broadway, Suite 550
Denver, CO 80290

Case number: 2025 AHO 31 (Notary)

THE SECRETARY OF STATE OF THE STATE OF COLORADO,
Petitioner
v.
CARMEN BANUELOS, NOTARY PUBLIC ID NO. 20204037091,
Respondent

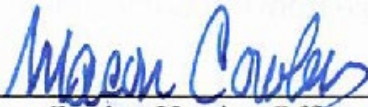
AMENDED ORDER – INITIAL DECISION UPON DEFAULT

THIS MATTER comes before the Court on the Secretary's Motion for Entry of Default Judgment pursuant to C.R.C.P. 55(a) and (b) and Rule 3.6.2 of the *General Policies and Administration Rules* (GPAR), 8 CCR 1505-3.

Respondent was duly served with the Notice of Duty to Answer, Notice of Hearing, and Complaint on October 1, 2025. Respondent failed to plead or otherwise defend within the time allowed by the rules. Therefore, on November 12, 2025, the Default of Respondent was entered in accordance with C.R.S. § 24-4-105(2)(b), C.R.C.P. 55 and GPAR Rule 3.6.2.

DEFAULT JUDGMENT IS ENTERED AGAINST RESPONDENT. RESPONDENT'S NOTARY COMMISSION #20204037091 IS HEREBY REVOKED IMMEDIATELY.

ENTERED this 22nd day of November 2025.



Macon Cowles, Hearing Officer

To challenge the AHO's Initial Decision, a party must file a Designation of the Record and Exceptions with the Deputy Secretary pursuant to the procedures outlined in subsections 24-4-105(14), (15), and (16), C.R.S. and; Rule 6 of the Colorado Rules of Civil Procedure. All filings and other related documents must (1) be in writing, (2) filed electronically with the Deputy Secretary at OACApeals@ColoradoSoS.gov, and (3) served upon the opposing party at the email addresses provided in the Certificate of Service of the Initial Decision. The Deputy Secretary may also initiate review of the Initial Decision upon his own motion pursuant to section 24-4-105(14)(a)(II), C.R.S.

A. Designation of the Record

1. Any party who seeks to reverse or modify the Initial Decision must file a Designation of Record within twenty (20) days from the date of this Initial Decision and designate relevant transcript(s), or parts thereof, of the proceedings before the AHO in such Record. Section 24-4-105(15)(a), C.R.S. and Rule 3.14.3(a), 8 CCR 1505-3.

2. Any other party, including the Deputy Secretary, may file a Supplemental Designation of Record within ten (10) days after service of the Designation of Record and must specify all or part of the Record to be additionally included in the appeal. Section 24-4-105(15)(a), C.R.S.

3. A party ordering transcript(s) is responsible for ordering and filing such transcripts with the Deputy Secretary. It is recommended that a party contact the AHO and a certified court reporter for information on how to order a transcript.

B. Exceptions

1. **Exceptions.** A party filing Exceptions must file within thirty (30) days after the date of this Initial Decision; an extension of time may be granted for good cause. Section 24-4-105(14)(a)(II), C.R.S.

2. **Response.** A party may file a Response within fourteen (14) days from the date of the other party's Exceptions filing.

3. **Reply.** A party may file a Reply within seven (7) days from the date of the other party's Response filing.

4. **Proposed Order and/or Request for Oral Argument.** Any party may file a Proposed Order and/or Request for Oral Argument together with the party's Exceptions, Response, or Reply. Oral Argument must be confined to the arguments and evidence presented during the hearing or in the exceptions and responses thereto, and will be time-limited.

The ultimate Final Agency Order is subject to judicial review under section 24-4-106, C.R.S. However, if a party fails to timely appeal the Initial Decision through Exceptions, such failure operates as a matter of law as a waiver of the right to judicial review of the Final Agency Order except to the extent it differs from the Initial Decision. See § 24-4- 105(14)(c), C.R.S.

CERTIFICATE OF SERVICE

The undersigned hereby certifies that one true copy of this Amended Order – Initial Decision upon Default was sent via email on November 25, 2025 to the following:

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/s/ N. B. Porte

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