

# NEW MEXICO STATE DUE PAYMENT INSTRUCTIONS

## Two options to pay New Mexico owe amount

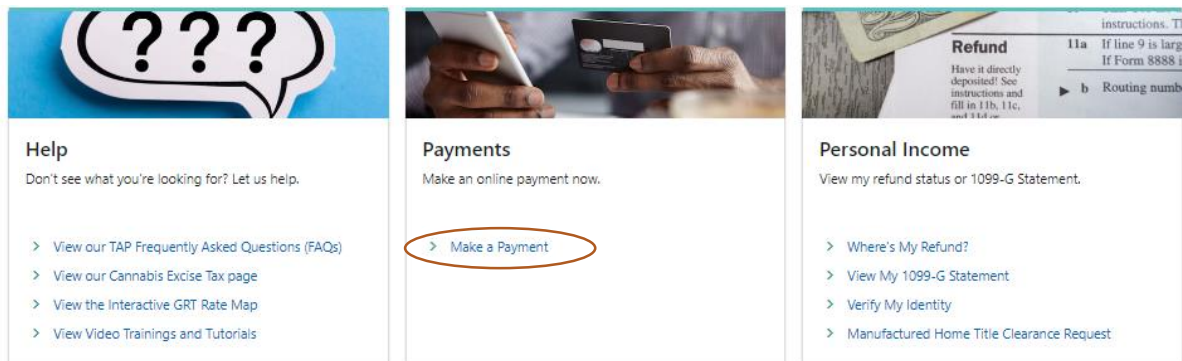
1. Credit or debit card
2. Bank account

## Below is the process to pay Due amount through credit card

**Step 1:** Click on the below link


<https://tap.state.nm.us/Tap/#1>

**Step 2:** Under payment section click on **make a payment**



## Step 3: Click on individual

New Mexico Taxation & Revenue Department

**NM** TAXATION & REVENUE Taxpayer Access Point (TAP) 

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### What type of taxpayer are you?

<a href="#">Business</a>	You are a Business if you have a Corporation, Limited Liability Corporation, or a sole-proprietorship. Businesses identify using a Federal Employer Identification Number or for Sole-Proprietorships, a Social Security Number or ITIN.
<a href="#">Commercial Vehicle Carrier</a>	You are a Commercial Vehicle Carrier if you are registered for Weight Distance Tax, IFTA, or IRP.
<a href="#">Individual</a>	You are an Individual if you have filed a Personal Income Tax return in New Mexico. Individuals identify themselves using a Social Security Number or Individual Taxpayer Identification Number.
<a href="#">Levy</a>	You are an Employer or Financial Institution providing payment towards an existing Wage Levy, Bank Levy or 3rd Party Levy.

## Step 4: Select options as below, enter your details and click on credit card.

<h3>Account Information</h3> <p>Name * <i>Required</i></p> <p>Account Type <span>Required</span> Personal Income Tax</p> <p>ID Type Social Security # <span>▼</span></p> <p>Social Security # * <i>Required</i></p>	<h3>Payment Information</h3> <p>Filing Period 12/31/2023 <span>📅</span> <a href="#">Explain This</a></p> <p>Payment Type Return Payment <span>▼</span> <a href="#">Explain This</a></p> <p>Amount * <i>Required</i></p>
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**Attention:** You are only making a payment. This does not constitute submitting a return. If a return is needed, please log in and submit the required return.

### Select Payment Type

<a href="#">Credit Card (Additional Fee)</a>	Paying by credit card will immediately affect your balance. Any liability on your account can be immediately resolved by a credit card payment. A convenience fee of 2.40% with a minimum of \$1.55 is applied when using a credit card. The State of New Mexico uses this fee, calculated on the transaction amount, to pay charges from the credit card companies. There is no charge for an electronic check.
<a href="#">E-Check (FREE)</a>	E-Checks can take multiple days for payments to be resolved due to bank processing times. Your payments will be shown as pending, not as completed. Until the check has been cleared by your bank and the money has been deposited to the department, your liability will not be considered resolved.

## Step 5: Go through the below information and click on next

New Mexico Taxation & Revenue Department

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**Credit Card Payment** **\$0.00**  
Payment Amount

Credit Card Payment

Introduction

**Purpose**

The Taxation and Revenue Department accepts electronic payments in the form of credit cards, which are processed through our partnership with Payment Express. Press the *Next* button below and we will securely transmit your payment information to the appropriate place to complete your transaction.

**Eligibility**

- Valid credit card is required

**Information Needed to Continue**

- Credit card number and expiration dates
- Amount of payment
- Type and period to be paid

Cancel < Previous **Next** >

**Step 6:** Enter the below contact information, billing address and payment information and click on next

**NM TAXATION & REVENUE** Taxpayer Access Point (TAP)

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**Credit Card Payment** **\$0.00**  
Payment Amount

**Credit Card Payment**

Introduction **Payment Information**

**Contact Information (For Receipt Purposes)**

Name  
.....

Phone  
*Required*

Email  
*Required*

Confirm Email

**Billing Address**

Country  
USA

Street  
*Required*

Street 2

City  
*Required*

State  
*Required*

**Payment Information**

Payment Type  
Return Payment


Description: A payment for the balance due on your tax return.

Filing Period  
12/31/2023

Payment Amount  
0

Cancel < Previous **Next** >

## Step 7: Review details and click on submit.

New Mexico Taxation & Revenue Department  
**NM TAXATION & REVENUE** Taxpayer Access Point (TAP) 

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**Credit Card Payment** **\$0.00**  
Payment Amount

Credit Card Payment

Introduction  Payment Information  **Verify Payment**

**Verify Payment Information**

Account Type  
**Personal Income Tax**

Payment Date

Payment Type  
**Return Payment**

Payment Amount  
**1.00**

Please verify the information is correct and click on Submit.  
After submitting, you will be directed to a new window to complete the credit card payment and will be unable to change the details of this payment.

**Billing Address**

Country

Street

City

State  
**NM - NEW MEXICO**

Zip  
**88040-0000**

## Step 8: Enter the card details and proceed with further payment process.

**Payment**

**Credit Card**

Name on Card

Card #

Expires

Card Security Code  *All Fields Required*

**All Fields Required**

Street Address

City

State/Province

ZIP/Postal Code

Country

Phone #

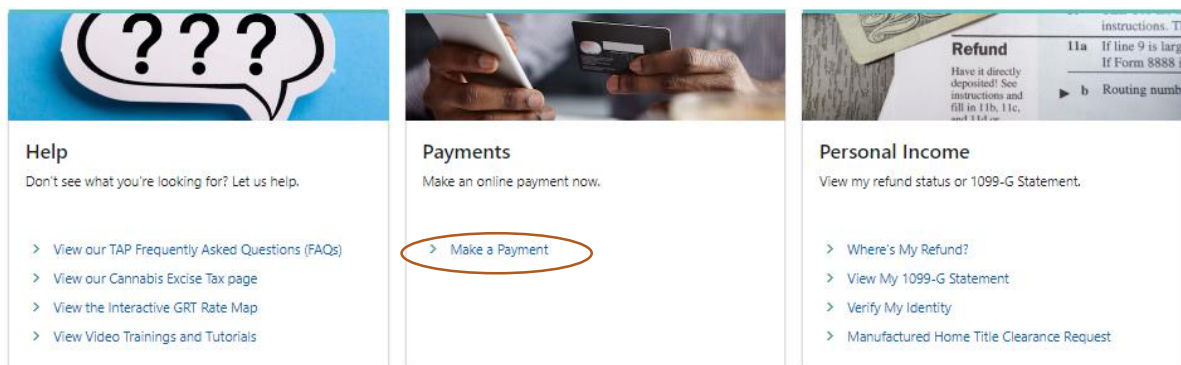
Email Address

## **Below is the process to pay Due amount by Bank account**

**Step 1:** Click on the below link

<https://tap.state.nm.us/Tap/#1>

**Step 2:** Under payment section click on **make a payment**




The image shows a screenshot of the TAP website's navigation menu. It consists of three main sections: Help, Payments, and Personal Income. The 'Payments' section is highlighted, and the 'Make a Payment' link is circled in orange. The 'Personal Income' section also has a 'View My 1099-G Statement' link circled in orange.

Section	Sub-section	Link	
Help	Don't see what you're looking for? Let us help.		
	>	View our TAP Frequently Asked Questions (FAQs)	
	>	View our Cannabis Excise Tax page	
	>	View the Interactive GRT Rate Map	
Payments	Make an online payment now.		
	>	Make a Payment	
Personal Income	View my refund status or 1099-G Statement.		
	>	Where's My Refund?	
	>	View My 1099-G Statement	
	>	Verify My Identity	
		>	Manufactured Home Title Clearance Request

## Step 3: Click on individual

New Mexico Taxation & Revenue Department



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<a href="#">Levy</a>	You are an Employer or Financial Institution providing payment towards an existing Wage Levy, Bank Levy or 3rd Party Levy.

## Step 4: Enter account information and payment information and click on E-Check.

<h3>Account Information</h3> <p>Name * <i>Required</i></p> <p>Account Type <b>Required</b> Personal Income Tax</p> <p>ID Type Social Security # <i>Required</i></p> <p>Social Security # * <i>Required</i></p>	<h3>Payment Information</h3> <p>Filing Period 12/31/2023  <a href="#">Explain This</a></p> <p>Payment Type Return Payment  <a href="#">Explain This</a></p> <p>Amount * <i>Required</i></p>
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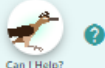
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<a href="#">E-Check (FREE)</a>	E-Checks can take multiple days for payments to be resolved due to bank processing times. Your payments will be shown as pending, not as completed. Until the check has been cleared by your bank and the money has been deposited to the department, your liability will not be considered resolved.

## Step 5: Enter the bank details and proceed with further process.

New Mexico Taxation & Revenue Department

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### E-check Payment

Payment

#### Payment Channel

Type  
E-check - US Bank

Routing Number \*  
*Required*

Account Number \*  
*Required*

Confirm Account Number \*  
*Required*

Bank Account Type  
 Checking  
 Savings

**Note:** If you have a debit block filter on your checking account allowing only pre-specified businesses to debit your account, you must contact your financial institution and add the State of New Mexico company identification number (1856000513) before your electronic check can be accepted. If your bank rejects your electronic payment, you will be subject to penalty and interest.

#### Payment

Payment Type  
Return Payment

Description: A payment for the balance due on your tax return.

Period  
12/31/2023

Payment Date

Amount  
1.00

Confirm Amount \*  
*Required*