

## New Mexico Taxation & Revenue Department Workers' Compensation Fee Report

New Mexico Taxpayer Access Point (**TAP**), your online tax center, is available for you to file and pay your New Mexico Workers' Compensation Fee Report effective April 2014.

- **How does this affect me?**

1. New Mexico e-File is no longer available to file and pay your Workers' Compensation Fee Report.
2. Effective April 2014, you must use TAP at <https://tap.state.nm.us> to file and pay your Workers' Compensation Fee Report.
3. If this is your first time using TAP you must:
  - Sign up for a TAP account by going to <https://tap.state.nm.us> and clicking on the [Sign Up – Business](#) link under the **SIGN UP FOR TAP** section.
  - After signing up for a TAP account, log into TAP using your TAP Username, Password, and Authorization Code received at sign-up.
  - Click on the [Account ID](#) link and then click the [File Now](#) link to file your Workers' Compensation Fee Report.
  - After submitting your report, click the **Make a Payment** button at the top right corner of the page.

- **How is this different than before?**

1. Your New Mexico e-Filing Services **Login Name** and **Password** will **NOT** work in **TAP**. You must sign up for a TAP account to file your Workers' Compensation Fee Report.
2. The URL to file your Workers' Compensation Fee Report is: <https://tap.state.nm.us>.

- **How do I get assistance?**

1. Watch the “How-To” videos listed below by clicking on the **How-To Videos** link under **Help** on the left side of the TAP logon page at <https://tap.state.nm.us>.
  - Signing Up for TAP – details the process of signing up for a TAP account.
  - Navigating in TAP – demonstrates how to navigate through TAP.
  - Making a Payment in TAP – details the process of making a payment.
2. Click on the **FAQs/Contact Us** link under **Help** on the left side of the TAP logon page at <https://tap.state.nm.us> for answers to frequently asked questions and for department contact information.
3. Email [TRD-CustomerAssistance@state.nm.us](mailto:TRD-CustomerAssistance@state.nm.us) .