

COMING
JANUARY 5TH

NEW MEXICO TAXPAYER ACCESS POINT

11/18/2018

<https://tap.state.nm.us/>

NEW MEXICO TAXATION & REVENUE WILL BEGIN ACCEPTING ANNUAL WITHHOLDING STATEMENTS JANUARY 5, 2019

Online procedure: Submit the file online through Taxpayer Access Point (TAP).

1. Log into TAP and click the [Upload text file](#) link within the *I Want To* list.
2. Fill in the appropriate information and attach the text file to be submitted.
3. Submit the request.

Important Reminders For Employers:

New Mexico bases its withholding tax on an estimate of an employee's income tax liability. Employers are required to report and pay withholding taxes to the New Mexico Taxation and Revenue Department (the Department) on their CRS-1 returns.

Additionally, Annual statements of income and withholding (W-2's and 1099's) are required to be reported to the Department by the last day of February. **Starting tax year 2019**, the Department will be requiring electronic submittal of the annual withholding statements if you have more than 25 employees. The electronic submission will be due at the end of January. In preparation for this transition, the Department will be accepting electronic submissions starting January 5, 2019 for the 2018 tax year via the Taxpayer Access Point (TAP) <https://tap.state.nm.us>.

The link below for the Department's publication FYI-330, describes all the requirements, due dates and filing methods available.

<http://www.tax.newmexico.gov/Businesses/wage-withholding-tax.aspx>

HOW CAN FILERS GET ASSISTANCE?

1. **TAP Help** under [Frequently Asked Questions](#) on the upper left corner of the TAP logon page are answers to common asked questions and department contact information.
2. **Email** TRD-Tap-TechnicalHelp@state.nm.us for TAP Technical Support..
3. **Call** (505) 841-6352 or (866) 285-2996 for questions regarding withholding reporting.