State of New Mexico Taxation and Revenue Department

PIT-ES - Personal Income Estimated Tax Payment Voucher

Taxpayers may also pay their estimated personal income taxes online at the Department's web site. Go to www.tax.newmexico.gov and select "Online Services". At no additional charge, you may pay using an electronic check that authorizes the Department to debit your checking account in the amount and on the date you specify. You may also pay using Visa, MasterCard, American Express or Discover cards, however, a 2.49% convenience fee will be applied to these charges. The fee is calculated on the amount of the transaction and will be used to pay charges by the credit card companies to the State of New Mexico when you use your credit card as a form of payment.

SUBMIT ONLY HIGH-QUALITY PRINTED, ORIGINAL FORMS TO THE DEPARTMENT. Payment vouchers are processed through high-speed scanners and a quality form ensures your payment is processed accurately. Please follow these instructions for preparing the payment voucher. Do not cut the bottom portion of the voucher except where indicated--**cut on the dotted line only**. Do not photocopy. When printing the voucher from the Internet or a software product, the printer setting - "Page scaling" - should be set to 'none' to prevent resizing; If your payment voucher has a scanline, do not write in the area around the scanline. The scanline is located within the bottom 1-1/2 inch of the voucher.

IMPORTANT: DO NOT SUBMIT THIS PAYMENT VOUCHER UNLESS A PAYMENT IS INCLUDED.

Note: When you provide a check as payment, you authorize the Department either to use information from your check to make a one-time electronic fund transfer from your account, or to process the payment as a check transaction.

Filing Checklist

- ❑ Are name(s) and address complete, correct and legible?
- ❑ Are social security number(s) legible?
- ❑ Are social security number(s), "PIT-ES", and the correct tax year written on your check?
- ❑ Did you indicate the correct tax year for which you are making an estimated payment?
- ❑ Did you indicate the correct quarter to which the payment is to be applied?
- ❑ Did you mail your PIT-ES and check to the address below?
- ❑ Did you sign and **include your check**?
- ❑ Are you using the correct form? This form is used by taxpayers who wish to make a quarterly estimated payment. If you are making a payment with the final PIT-1 return, use the PIT-PV payment voucher. If you are making an extension payment, use the PIT-EXT payment voucher.

Mail PIT-ES and payment to:
New Mexico Taxation and Revenue Department
PO Box 8390
Santa Fe, NM 87504-8390

Please detach the bottom portion before you submit the voucher and payment to the Department.

(CUT ALONG DOTTED LINE)

PIT-ES **New Mexico Personal Income Estimated Tax Payment Voucher**

Tax Year _____ mm/dd/ccyy

Indicate the tax year and the quarter to which the payment is to be applied:

❑ **1ST (APR 15)** ❑ **2ND (JUN 15)** ❑ **3RD (SEP 15)** ❑ **4TH (JAN 15)**

YOUR FIRST NAME AND INITIAL	LAST NAME	YOUR SOCIAL SECURITY NUMBER
SPOUSE'S FIRST NAME AND INITIAL	LAST NAME	SPOUSE'S SOCIAL SECURITY NUMBER
ADDRESS (Number & Street)	CITY, STATE AND ZIP CODE	

Make your check or money order payable to:
New Mexico Taxation and Revenue Department

AMOUNT ENCLOSED ___,___,___.00

Using your own envelope,
mail payment and voucher to:
New Mexico Taxation and Revenue Department
P.O. Box 8390, Santa Fe, NM 87504-8390