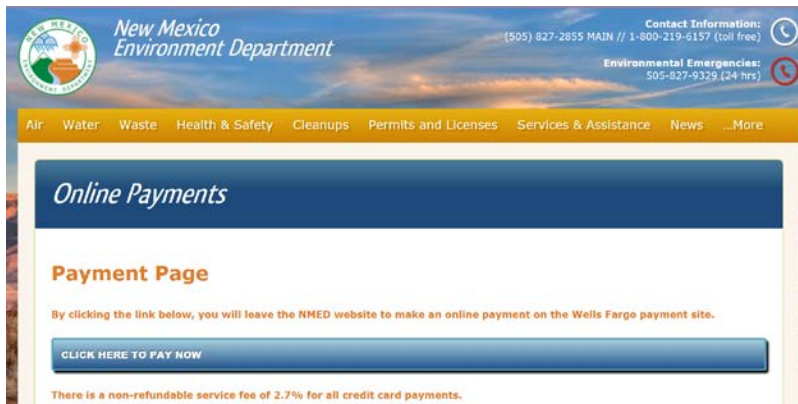


# Electronic Payment Process

1. After your application packet has been received by the Medical Imaging and Radiation Therapy Program (MIRTP) it will be reviewed.
2. The MIRTP will review the application that you submitted to make sure that it has been filled out correctly by making sure all the required fields have been completed and all the required check boxes have been checked, and that it has been signed and dated. The MIRTP will also make sure that the required supporting documents have been submitted with the application form. If there is a problem with the application form or supporting document(s), I will contact you by email, stating what the problem is, and how it may be corrected, so that your request may be processed. Please make sure that the email address that was entered correctly in section 1 of the application form that was submitted, and please monitor your email inbox regularly.
3. If the MIRTP has determined that you have submitted a complete application packet, you will be sent an email from me, which includes the following link  
<https://www.env.nm.gov/online-payments/payment-page/>  
which will take you to the New Mexico Environment Department's Online Payments web page.



4. Next, click the link on the page to continue

## Payment Page

By clicking the link below, you will leave the NMED website to make an online payment on the Wells Fargo payment site.

[CLICK HERE TO PAY NOW](#)

There is a non-refundable service fee of 2.7% for all credit card payments.

5. Select "PAY NOW" tab, enter your Email Address, Zip Code, and click on the "Pay Now" button

New Mexico Environment Department

LOGIN PAY NOW Welcome to E-Bill Express from State of New Mexico Environment Department

Email Address

Zip Code

Pay Now

**Continue as a guest or enroll**

Make a one-time payment or enroll today to set up your secure user name and password, view and pay bills, and see your account status and payment history.

Enroll

6. After you click on the "Pay Now" button, follow the instructions to complete your electronic payment.

7. Once you have completed entering your electronic payment information and have submitted your electronic payment, you will receive a confirmation email from "[NewMexicoEnvironmentDepartment@E-BillExpress.com](mailto:NewMexicoEnvironmentDepartment@E-BillExpress.com)", with a subject line stating that your payment has been initiated. Please forward that payment confirmation email to [stephen.sanchez@state.nm.us](mailto:stephen.sanchez@state.nm.us) .

8. When I receive your forwarded email payment confirmation, I will send you an email reply stating that *I will now be able to process your request*. If you do not get the email confirmations within three business days, please call me at 505-476-8633 so that I may investigate what the problem may be.

Thank you for submitting your payment electronically.

Sincerely,  
Stephen Sanchez  
Program Administrator  
Medical Imaging & Radiation Therapy Program  
PO Box 5469  
Santa Fe, New Mexico 87502-5469  
Office 505-476-8633  
[stephen.sanchez@state.nm.us](mailto:stephen.sanchez@state.nm.us)  
<https://www.env.nm.gov/rcb/mirtp/>