

FMM  
English Guide  
July 2023

This document will cover step-by-step instructions on how to navigate the FMM portal. There are four major steps to complete.

1. Create an account
2. Register your passport and passport information
3. Register your trip and vessel information
4. Pay and complete

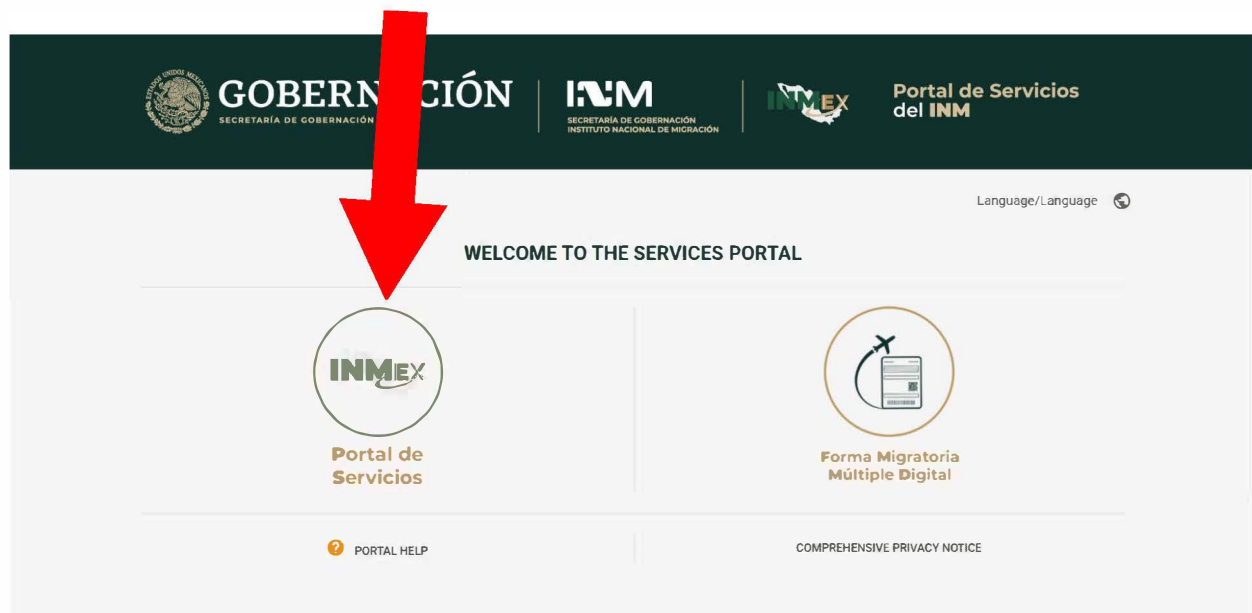
Before you start, there are a few things you will need.

1. Your physical passport or a scanned copy of it (high-quality PNG or JPG only)
2. Vessel and trip information (vessel ID, arrival and departure dates, number of passengers)
3. Payment method, credit or debit card (Let your bank know you're making an international purchase)

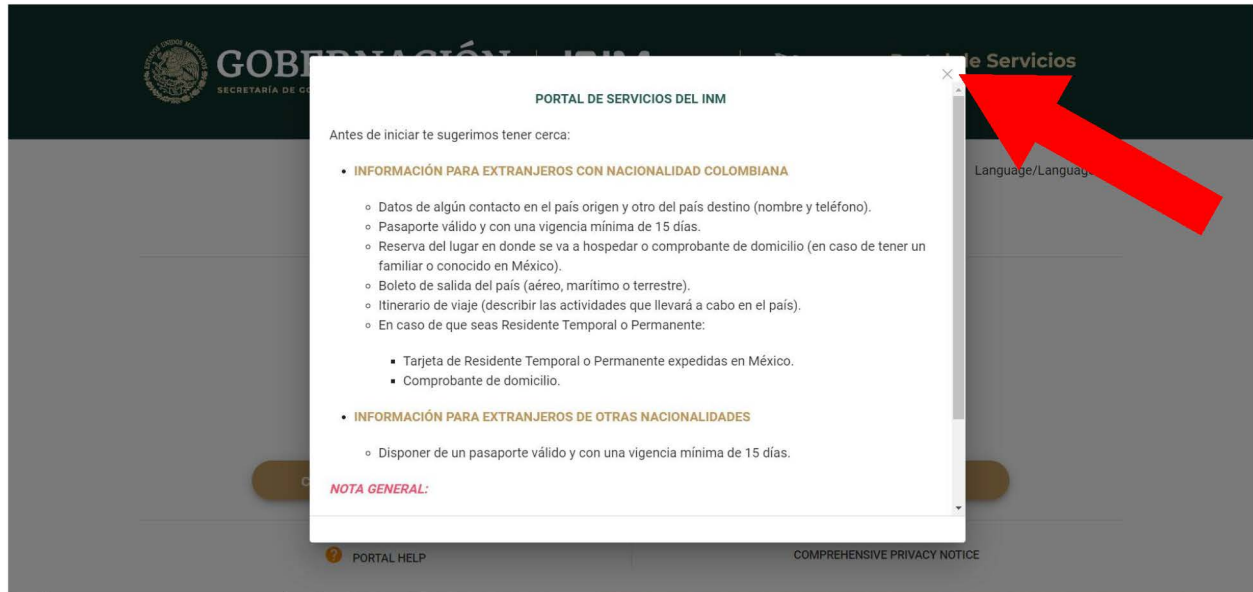
To start, Visit the FMM portal here:

<https://www.inm.gob.mx/spublic/portal/inmex.html>

Start by clicking on “Portal de Servicios” (Portal of Service)



This pop-up message is only for visitors from Colombia. If you're from North America, disregard and "x" out.



### Step 1:

After you close the pop-up window, there are options to either login or create an account. Click Create an Account.



## Step 2:

After you click “Create Account” you need to fill out your personal information.

The screenshot shows the 'CREATE ACCESS ACCOUNT' form on the GOBERNACIÓN INM website. The form is titled 'CREATE ACCESS ACCOUNT' and has a 'Language/language' dropdown in the top right. The form contains 11 numbered fields: 1. First Name, 2. Date of Birth, 3. Nationality (USA-Estadounidense), 4. Email, 5. Password, 6. Last Name, 7. Gender, 8. Phone Number, 9. Confirm Email, 10. Confirm Password, and 11. Captcha. A red arrow points to the 'CREATE ACCOUNT' button at the bottom of the form. There is also a 'CANCEL' button. A small box on the left side of the form contains text: 'Once you click on the button, you will be redirected to the INM website. Click on the link and you will be redirected to the main page. Click on Services Portal'.

1 First Name

2 Date Of Birth

3 Nationality (USA-Estadounidense)

4 Email

5 Password

6 Last Name

7 Gender

8 Phone Number (Choose +1 for USA)

9 Confirm Email

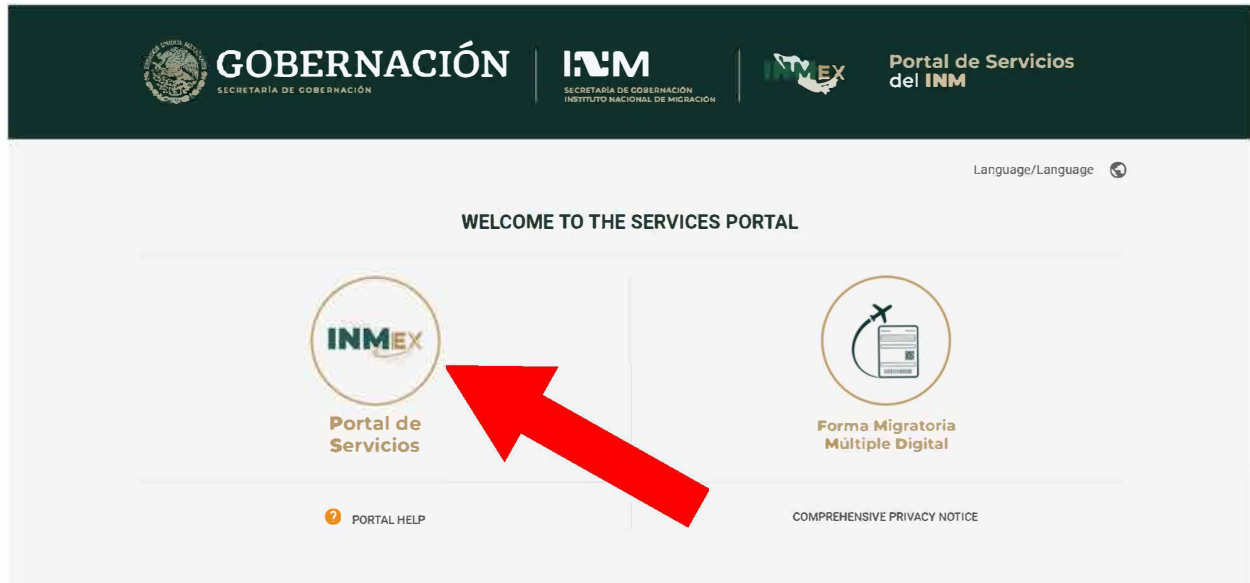
10 Confirm Password

11 Captcha

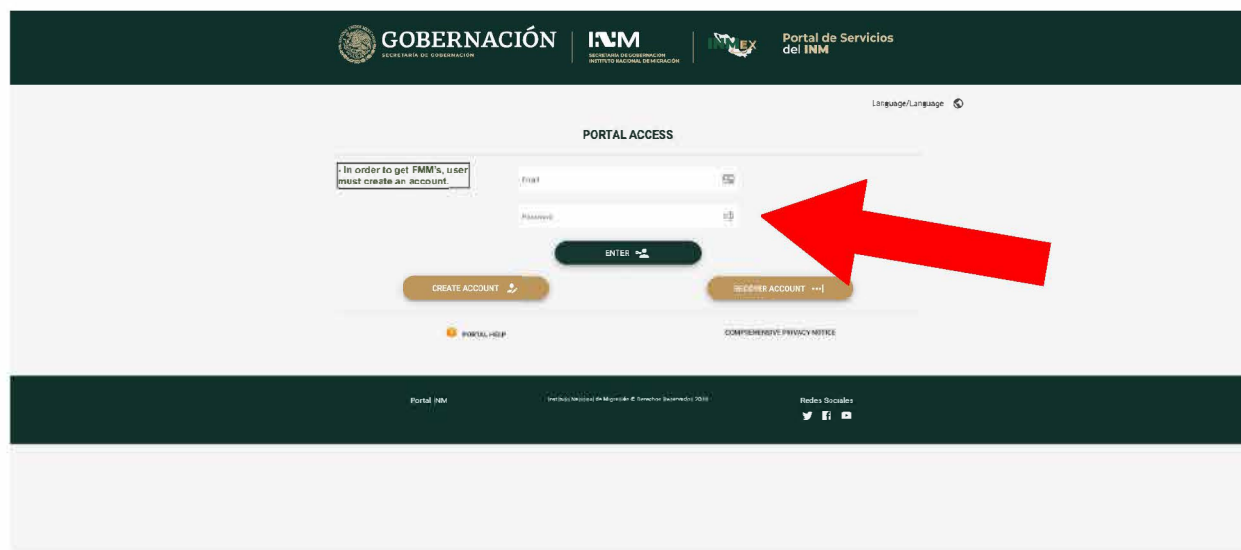
Step 3: Check your email. In your email you will receive a link to confirm and activate your account by clicking “Activar Cuenta” (Activate Account)

A. Click that link to bring you back to the home page

B. Click on “Portal de Servicios” (Portal of Services)



C. Log into your account



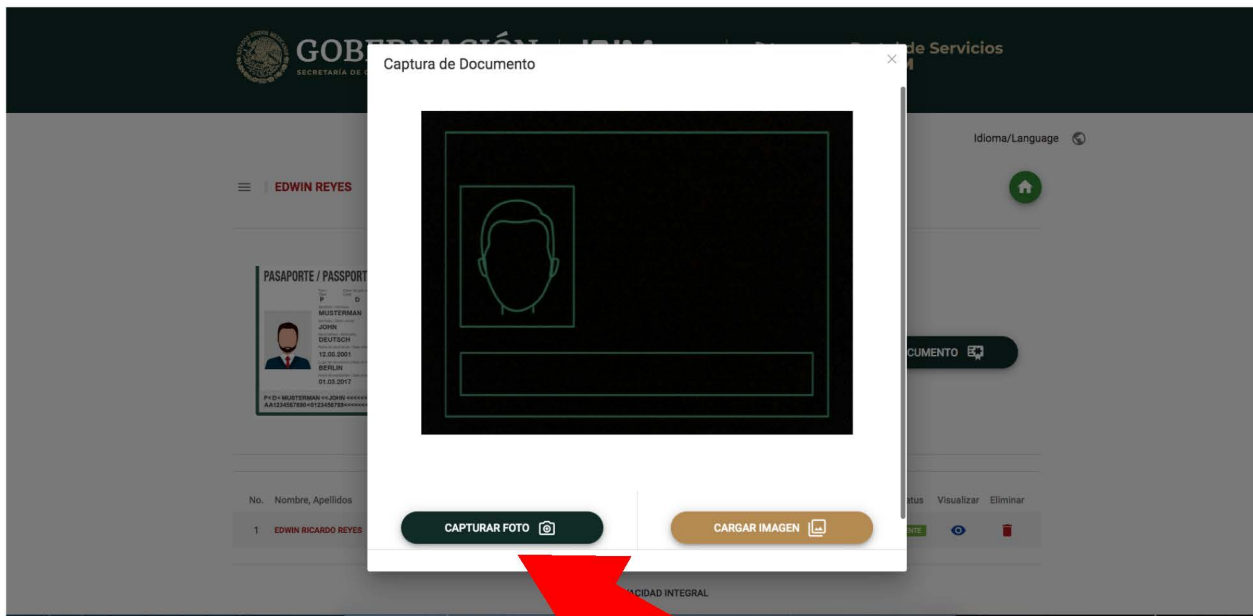
## Step 4: Register your passport as document

### A. Click Register Documents "Registrar Documentos"



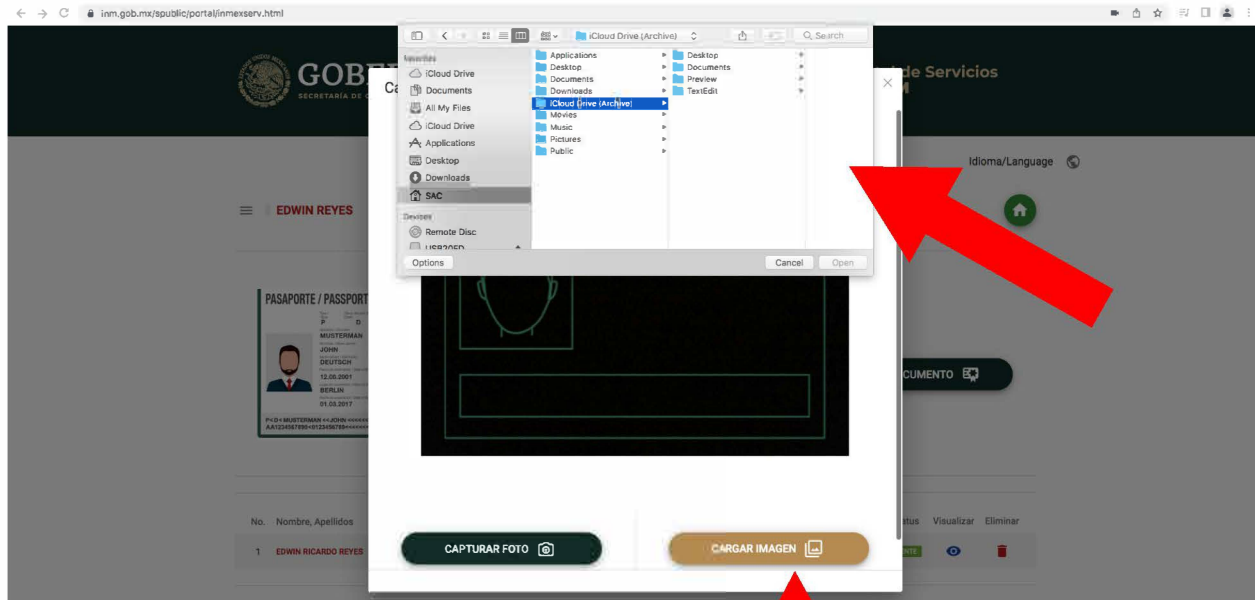
Click "Capturar Documento" (Capture Document)

### B. Option 1, take a photo of your passport. Click "Capturar Foto" (Capture Photo)



Make sure the passport lines up with the green outline.

C. Option 2, upload a picture of your passport here. Select “Cargar Imagen” then find the picture of your passport on your computer. Uploaded images have to be in either PNG or JPG file format.



D. Click "Guardar Foto" (Save Photo) to save photo

Step 5:  
After you have uploaded an image of your passport, you will be prompted to fill out more personal information. That information is in the image below.

1	Relationship to account owner	7	First name	13	Last name
2	Date of birth	8	Country of birth	14	Sex
3	Nationality (American is Estadounidense)	9	Type of document (Passport)	15	Issued county (Estados unidos de america) USA
4	Type of document	10	Passport number		
5	Date issued	11	Date issued	16	Confirm passport number
6	Expiration date	12	Expiration date		

Then click the home button in the top right to go home.



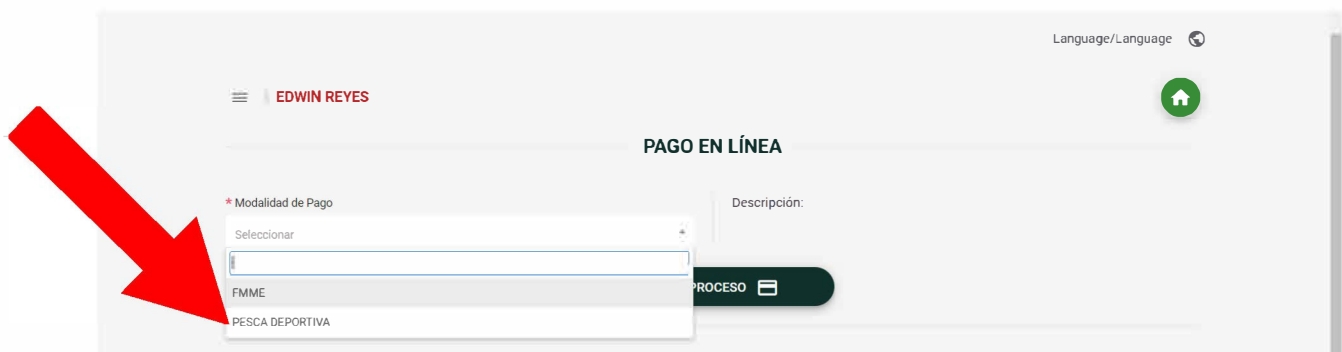
## Step 6:

After successfully registering your documents, select which type of service you would like to purchase.

### A) Click “Pagos en Linea” (Online Payments)

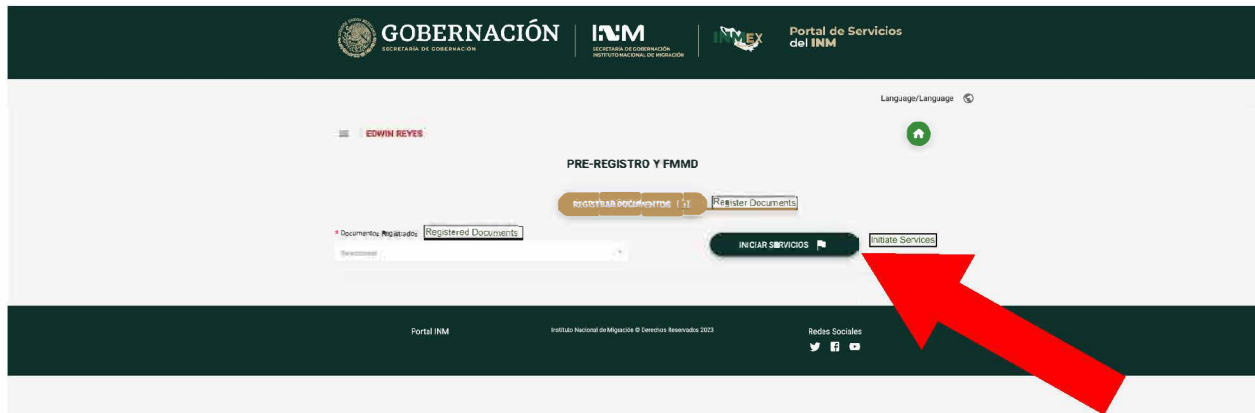


### B) Choose what service you would like to purchase, choose “Pesca Deportiva” (Sport Fishing)

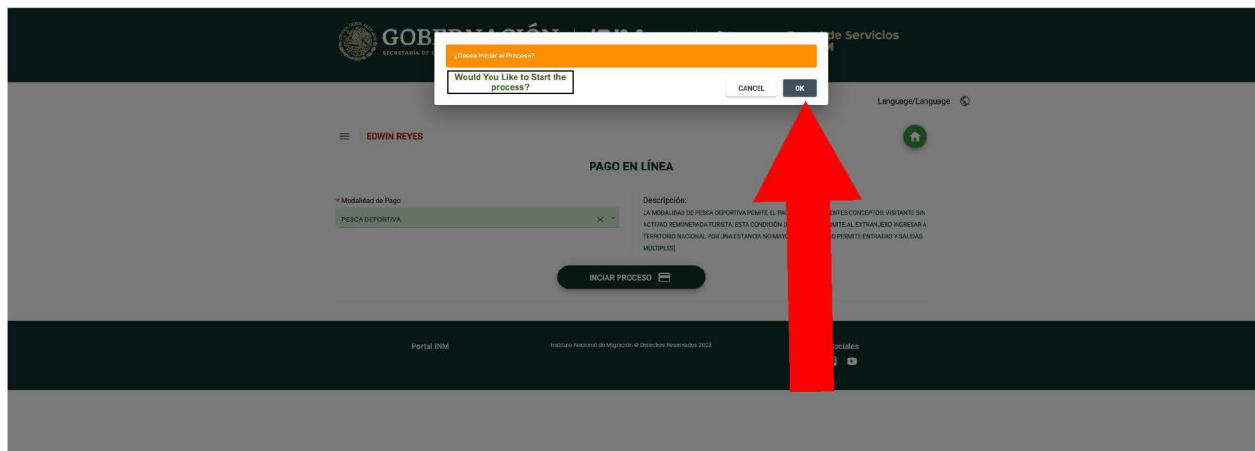


Then press "Inciar Proceso" (Start Process)

C) Click initiate services “Inciar Servicios” (Start Services)



D) This pop-up asks “Would you like to start?” click ok



Step 7: Click on Enbarcacion (Vessel) Tab  
Register vessel by clicking “Registrar Embarcacion”

The screenshot shows the INM portal interface. At the top, there are logos for GOBERNACIÓN, INM, and MEX, along with the text 'Portal de Servicios del INM'. The main heading is 'PAGO EN LÍNEA - VERIFICACIÓN DE INFORMACIÓN' with the subtext 'ONLINE PAYMENT - INFORMATION VERIFICATION'. Below this, the 'MODALIDAD: PESCA DEPORTIVA' and 'MODALITY: SPORT-FISHING' are indicated. The 'Embarcación' tab is selected, showing a 'Registrar Embarcación' button. A red arrow points to this button. Other tabs include 'Últimos Registros', 'Embarcación', 'Embarcación Registrada', 'Información del Usuario', 'Trámite', 'Concepto de Pago', and 'Código Captcha'. The bottom of the page features the 'Portal INM' logo and social media links.

Then enter the following information.

- 1) Name of boat
- 2) Flag (Estados Unidos)
- 3) Vessel registration number (CF or USCG document number)

The screenshot shows the 'REGISTRAR EMBARCACIÓN' form. The form has three main input fields: 'Nombre Embarcación' (labeled 1), 'Bandera' (labeled 2), and 'Matrícula' (labeled 3). There is also a 'Código Captcha' field. The 'ENVIAR' button is highlighted. The background shows the same portal interface as the previous screenshot, with the 'Embarcación' tab selected.

Click "Enviar" (Send) to move on

## Step 8: Click on Informacion de Usuario (User Information) Tab Enter User Information

- 1) Type of document, select "Pasaporte" (Passport)
- 2) Select the passport that you have already registered
- 3) Enter your email as well as confirm your email

The screenshot shows the 'PAGO EN LÍNEA - VERIFICACIÓN DE INFORMACIÓN' (ONLINE PAYMENT - INFORMATION VERIFICATION) form on the INM website. The form is titled 'MODALIDAD: Última Inspección' and 'Información de usuario'. A red arrow points to the '1' label next to the 'Tipo de Documento' (Type of Document) dropdown menu, which is currently set to 'Pasaporte'. Below this, the '2' label points to the 'Seleccionar Pasaporte' (Select Passport) dropdown menu. To the right, the '3' label points to the 'Correo electrónico' (Email) field. The form also includes a 'Confirmar correo electrónico' (Confirm email) field, a 'Pago' (Payment) section with a 'Concepto' (Concept) dropdown, and buttons for 'CANCELAR' (Cancel), 'REGISTRAR INFORMACIÓN' (Register Information), and 'CONFIRMAR INFORMACIÓN' (Confirm Information). The footer of the page displays the INM logo, contact information, and social media links.

## Step 9: Click on Tramite (Itinerary) Tab

Enter trip information

- 1) Select port of entry “Lugar de Ingreso a Mexico” for Coronado Islands choose Ensenada
- 2) Enter in arrival date “Fecha de Ingreso a Mexico”
- 3) Enter in return date “Fecha de Salida de Mexico”
- 4) Number of Passengers “Numero de Pasajeros”
- 5) What you would like to purchase “Concepto de Pago” Choose “DNR”

The screenshot shows the 'PAGO EN LINEA - VERIFICACIÓN DE INFORMACIÓN' (Online Payment - Information Verification) form on the INM website. The form is divided into several sections, with numbered steps 1 through 5 indicating the required input fields:

- 1**: 'Lugar de Ingreso a México' (Port of Entry to Mexico) - Set to 'ENSENADA'.
- 2**: 'Fecha de Ingreso a México' (Arrival Date to Mexico) - Set to '01/01/2024'.
- 3**: 'Fecha de Salida de México' (Departure Date from Mexico) - Set to '01/01/2024'.
- 4**: 'Número de Pasajeros' (Number of Passengers) - Set to '1'.
- 5**: 'Concepto de Pago' (Payment Concept) - Set to 'DNR'.

At the bottom of the form, there are two buttons: 'CANCELAR' (Cancel) and 'REGISTRAR INFORMACIÓN' (Register Information). A large red arrow points to the 'REGISTRAR INFORMACIÓN' button.

Next press “Registrar Informacion” (Registrar Information)  
Then click “Proceder al Pago” to proceed to payment.

## Step 10:

Enter your 10 digit phone number, then press “Continuar to Continue.

Portal de Pagos Electrónicos

INM

INSTITUTO NACIONAL DE MONEDA Y FINANZAS

Favor de completar la información. Please Complete Information

Número de teléfono a 10 dígitos

10 Digit Phone Number

\* Datos Obligatorios

Volver Continuar Cancelar

## Step 11:

Enter in payment method. Be sure to contact your bank in advance and let them know you're making an international purchase.

Portal de Pagos Electrónicos

INM

INSTITUTO NACIONAL DE MONEDA Y FINANZAS

Favor de completar la información. Please Complete the Information

Pago en sitio web

Nombre del titular

Número de tarjeta

Fecha de expiración

Volver Pagar Cancelar

Step 12:

Save the document to your computer as PDF by pressing “Impresión Comprobante” (Print Proof). Check your email for proof of payment/ receipt.

GOBERNACIÓN | INM | INMEX | Portal de Servicios del INM

COMPROBANTE DE PAGO DE DERECHOS MIGRATORIOS POR INTERNET

MODALIDAD: PESCA DEPORTIVA

AUTORIZACIÓN: DNR VISITANTE SIN PERMISO PARA REALIZAR ACTIVIDADES REMUNERADAS VIA MARITIMA

CONCEPTO: DNR VISITANTE SIN PERMISO PARA REALIZAR ACTIVIDADES REMUNERADAS VIA MARITIMA

REFERENCIA: INMP607270620231251268298

TERMINAR

IMPRESIÓN COMPROBANTE

This is what you should have downloaded and printed with you on your trip.

GOBERNACIÓN | INM | Portal de Pagos Electrónicos

Proof of Online Payment for Migratory Rights

COMPROBANTE DE PAGO DE DERECHOS MIGRATORIOS POR INTERNET

PEBKA DEPORTIVA Y TURISMO NAUTICO  
Sportfishing and Nautical Tourism

Fecha y hora de emisión:  
27/06/2023 12:08 PM

Modalidad: PESCA DEPORTIVA Modality: Sportfishing

Concepto: DNR VISITANTE SIN PERMISO PARA REALIZAR ACTIVIDADES REMUNERADAS VIA MARITIMA

DNR visitor without permission to carry out remunerated activities via Maritime

Embarcación: Vessel

Matrícula: Vessel Registration ID

Bandera: ESTADOS UNIDOS Flag

Fecha: 28/06/2023 Departure Date Fecha salida: 28/06/2023 Return Date

No. Pasajeros: 1 Number of Passengers

Fecha hora pago: 27/06/2023 12:08:52 Date and Time of Payment

No. de autorización: 685190 Number of Authorization

Número de tarjeta: \*\*\*\*9413 Card Number

Correo electrónico: edwin@sportfishing.org E-Mail

Referencia: INMP607270620231251268298 Reference Number

Importe: \$ 687.00 M.N. Total Payment (MX Pesos)

After completing FMM, move on to complete manifest