

Government of the District of Columbia

2009 FR-900M SUB Employer Withholding Tax - Monthly Return

Instructions

- Enter your Taxpayer Identification Number.
Mark an X in the ovals based on whether you have a FEIN or SSN and if this is a final return.
Enter the tax period (MMDDYYYY) ex: 01312009
Enter your business name and address.
Enter Account Number information. This number was provided by OTR when the business was registered. (Missing account numbers will cause a delay in processing your return)
Enter the amounts on Lines 1 - 3
Make your check or money order payable to DC Treasurer (do not send cash);
Make sure your name and address appear on your payment;
Write your FEIN/SSN, tax period and FR-900M on your check or money order;

Mail your payment with your tax return to:

Office of Tax and Revenue
PO Box 96385
Washington, DC 20090-6385

Detach at perforation before mailing

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Taxpayer Identification Number: 123456789
Mark if: [X] FEIN [] SSN
Business Name: ABCDEFGHIJKLMNOPQRSTUVWXYZ
Mark if: [X] final return
Account ID Number: 123123123123

OFFICIAL USE ONLY

Mailing Address Line #1: 12345ABCDEF... DOLLARS ONLY
Mailing Address Line #2: 12345ABCDEF...
City: ABCDEFGHIJKLMNOPQRSTUVWXYZ AB State: AB Zipcode + 4: 123456789
1. DC income tax withheld this month: \$123456789.00
2. Adjustment to previous month (Mark if minus) X: \$123456789.00
3. Tax due: \$123456789.00

Taxpayer's Signature: _____ Title: _____ Date: MMDDYYYY Telephone Number of Person to Contact: 1234567890