Government of the
District of Columbia

2015 FR-900Q SUB Employer/Payor Withholding Tax - Quarterly 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 ending date (MMYY) ex: 0111
- 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 - 6.
- 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-900Q 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

Notes:

- If your liability exceeds $5,000 per period, you must file and pay electronically. Visit www.taxpayerservicecenter.com for instructions.
- **For electronic filers**, in order to comply with new banking rules, you will be asked the question "Will the funds for this payment come from an account outside of the United States". If the answer is yes, you will be required to pay by money order (US dollars) or credit card. Please notify this agency if your response changes in the future.

Detach at perforation before mailing

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District of Columbia

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1 5 9 0 0 0 8 1 0 0 0 1

Taxpayer Identification Number: 123456789
Mark if: X FEIN
Mark if: X SSN
Account Number: 123123123123

Business Name: ABCDEFGHIJKLABCDEFGHIJKLABCDEF

Tax Period Ending (MMYY): 0000
Due Date: 04202015

SOFTWARE DEVELOPER USE ONLY
VENDOR ID# 1234
Mark if X final return

Mailing Address Line #1: 12345ABCDEFGHIJKLABCDEFGH

Mailing Address Line #2: 12345ABCDEFGHIJKLABCDEFGH

City: ABCDEFGHIJKLABCDEFGH
State: AB
Zipcode + 4: 123456789

Telephone Number of Person to Contact: 1234567890
Preparer's PTIN: 123456789

1. DC income tax withheld this quarter on wages (W-2)	$123456789.99
2. DC income tax withheld this quarter on non-wage payments (1099)	$123456789.99
3. Adjustment from the previous quarter only. (Mark if minus) X	$123456789.99
4. Penalty-5% per month with a maximum of 25%	$123456789.99
5. Interest-10% per year	$123456789.99
6. Total Amount Due	$123456789.99

Under penalties of law, I declare that, to the best of my knowledge, this return is correct. Declaration of paid preparer is based on the information available to the preparer.

Taxpayer's Signature _____ Title _____ Date MMDDYYYY

Preparer's Signature _____ Date MMDDYYYY

Rev. 09/2014