






Real Property Tax Administration – District of Columbia
 How to Participate in the Over-the-Counter (OTC) Tax Sale

Visit Mytax.dc.gov, under the “Real Property” section, select “View More Options”:

 <p>Business</p> <p>I want to...</p> <ul style="list-style-type: none"> > Register a New Business - Form FR-500 > Register a Special Event - Form FR-500B > Request a Certificate of Clean Hands 	 <p>Individual</p> <p>I want to...</p> <ul style="list-style-type: none"> > Check the Status of My Refund > EITC Monthly Payment Look Up > File an Individual Income or Standalone Schedule H Tax Return > Respond to Verification Letter > View Tax Forms 	 <p>Real Property</p> <p>I want to...</p> <ul style="list-style-type: none"> > Make a Real Property Payment > Search Real Property by Address or SSL > Send a Message to the Agency > View More Options
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Select “Register a Tax Sale Purchaser - Over the Counter Account”:
 Real Property Actions

Real Property Actions

Enter keywords here to filter.

<p>Real Property Quick Links</p> <p>Commonly accessed Real Property requests.</p> <ul style="list-style-type: none"> > Make a Real Property Payment > Request a Real Property Refund > Request a Credit Reinstatement > Submit a Homestead Deduction Application > Request & Pay for Radius Maps and Tax Maps > Request a Southeast Water and Sewer Account Payoff 	<p>Search for Real Property</p> <p>Search for real properties to view more details about the property, such as assessment values, ownership, and payment history.</p> <ul style="list-style-type: none"> > Search for Real Property 	<p>Real Property Tax Certificates</p> <p>Real Property Tax Certificate applications.</p> <ul style="list-style-type: none"> > Submit a Tax Certificate Application > Submit a Tax Certificate Application Cancellation
<p>Tax Sale Registration</p> <p>Tax Sale registration requests.</p> <ul style="list-style-type: none"> > Register a Tax Sale Purchaser Account > Register a Tax Sale Purchaser - Over the Counter Account > Register for a Tax Sale Seminar > Over the Counter Property List > Properties Sold at Tax Sale (Redemption Report) 	<p>Homeowner Association Requests</p> <p>Homeowner Association real property requests.</p> <ul style="list-style-type: none"> > Apply for HOA Trash Credit 	<p>PI Appeal Applications</p> <p>Possessory Interest (PI) Appeal Applications</p> <ul style="list-style-type: none"> > Submit a PI First Level Appeal Application > Submit a PI Second Level Appeal Application (RPTAC)



Follow the step-by-step instructions to register. The last step of registration is the “Certification.” Once it is submitted, a confirmation number will generate:

Tax Sale Purchaser - Over the Counter Account Registration

Information Purchaser Contact Info Additional Information Attachments Review Certification

Certification

I certify, under penalties of law, that I have examined this application, including any attachments, and the information provided is true, correct and complete to the best of my knowledge and belief. Making a false statement is punishable by criminal penalties, D.C. Code §47-4106 and 22-2405.

Cancel Previous **Submit**

Example of the “confirmation number”: (You will receive an email containing your registration letter.)

OTR MyTax DC 26-Aug-2023

< Real Property Actions

Confirmation

Your request has been successfully submitted. Please print a copy of this page for your records.
Your request confirmation number is **0-000-126-676**. Please retain your confirmation number for future reference.

Request Type: Tax Sale Purchaser - Over the Counter Account Registration
Submitted Date: 26-Aug-2023 1:04:27 PM

Contact Us:
(202) 759-1946
e-services.otr@dc.gov

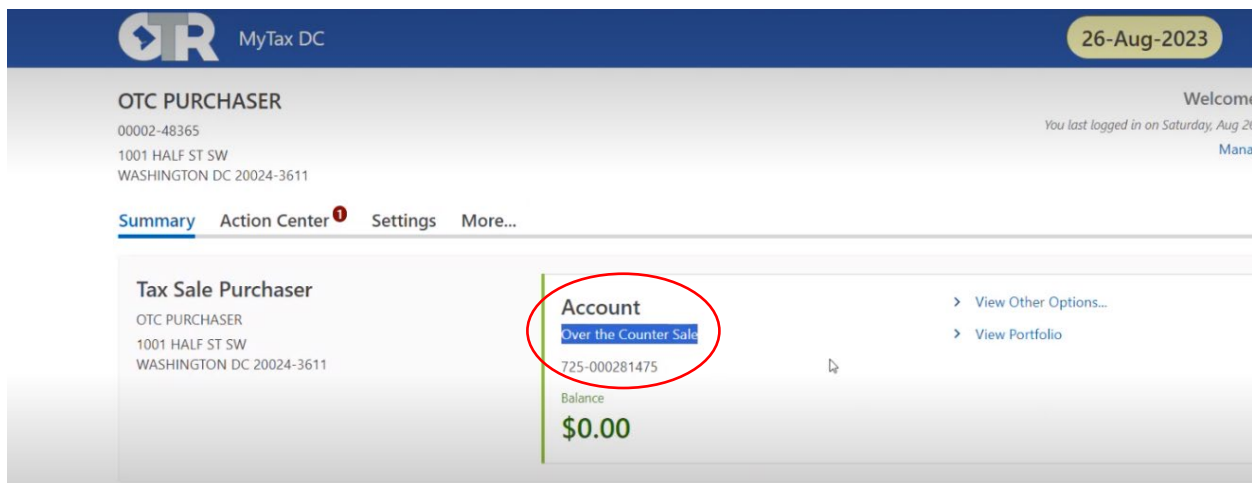
Printable View OK



Sample registration letter: (You must use the "Notice Number" to complete the Over-the-Counter purchaser portal activation.)



Sample image of the activated Over-the-Counter purchaser account number:





Now it's time to view the available liens for purchase.

Select the "View Other Options" hyperlink:

The screenshot shows the MyTax DC user profile page. At the top, there is a navigation bar with the OTR logo, "MyTax DC", the date "26-Aug-2023", and user icons. Below the navigation bar, the user's name "JOHN DOE" and login information are displayed. The main content area is divided into two columns. The left column is titled "Tax Sale Purchaser" and contains the user's address. The right column is titled "Account" and shows the account type "Over the Counter Sale" and the account number "725-000281475". The balance is displayed as "\$0.00". Two hyperlinks are visible in the right column: "> View Other Options" and "> View Portfolio". The "View Other Options" link is circled in red.

Select "Over the Counter Purchase": (This will display the available liens to purchase for OTC.)

The screenshot shows the "Requests" section of the MyTax DC interface. The section is titled "Requests" and contains a list of requests. The first request is "Over the Counter Purchase", which is circled in red. Below it are several other requests, each with a right-pointing chevron icon: "Submit a Compliance Certification for Tax Sale Assignment", "Update or Add Attorney Contact Info", "Submit PCLE Fee Documentation", "Make a Tax Sale Subsequent Payment", "Assign a Tax Sale Property", "Notification of Judgment for Deed", and "Notification of Foreclosure Filing".



Select the check box for liens you wish to purchase, then click on "Next":

Tax Sale - Over the Counter Purchase

Instructions Over the Counter Properties

Over the Counter Properties

SSL	Address	Tax Sale Year	Over the Counter Price	Purchase
4054--0092	1647 11TH PL NE	2023	\$813.28	<input checked="" type="checkbox"/>
0209--0902	P ST NW	2023	\$33,797.72	<input checked="" type="checkbox"/>
1046--0815	POTOMAC AVE SE	2023	\$69,640.98	<input checked="" type="checkbox"/>
5611--2005	1611 T ST SE # # P-2	2023	\$3,490.53	<input checked="" type="checkbox"/>
3564--0824	NE	2023	\$3,850.65	<input checked="" type="checkbox"/>
5018--0086	331 35TH ST NE	2023	\$85,618.52	<input type="checkbox"/>
5351--0860	C ST SE	2023	\$12,443.84	<input type="checkbox"/>
0645--7003	60 I ST SW	2023	\$26,965.50	<input type="checkbox"/>

Cancel < Previous Next >

Based on selection(s), the "Over the Counter Purchaser Summary" will display: If found to be accurate, click "Next":

Tax Sale - Over the Counter Purchase

Instructions Over the Counter Properties Declaration Summary

Over the Counter Purchaser Summary

Please review the list of properties you wish to purchase and confirm.

SSL	Tax Sale Year	Over the Counter Price
4054--0092	2023	\$813.28
0209--0902	2023	\$33,797.72
1046--0815	2023	\$69,640.98
5611--2005	2023	\$3,490.53
3564--0824	2023	\$3,850.65

Cancel < Previous Next >



The next screen will display important information regarding lien purchase(s) and requires an attestation. Click "Next":

Testing

fraud, deceit, moral turpitude, or anti-competitive behavior may not bid on real property otherwise acquire an interest in real property sold, at tax sale. See DC Official Code § 47-1346(a)(5).

- Certain District of Columbia government employees and contractors, and their family members and business associates, and all elected officials, including Advisory Neighborhood Commissioners, are prohibited from registering for or bidding on real properties due to a conflict of interest. See 9 DCMR § 340.
- A potential purchaser or assignee must not own a 10% or more equity interest in, nor be an officer of, an entity that owns a 10% or more equity interest in real property on which taxes are delinquent. Additionally, the potential purchaser or assignee must also not have attempted to circumvent the 10% ownership rules through the use of one or more business entities to avoid their intended application.

I am fully familiar with these legal requirements and not prohibited from participating in Tax Sale. No Yes

I am not more than one (1) year in arrears in any jurisdiction in the payment of *in rem* taxes not being contested in good faith. No Yes


I have not been convicted in any jurisdiction of a felony involving fraud, deceit, moral turpitude, or anti-competitive behavior. No Yes

Familiarity with Tax Sale

Have you read the Real Property Tax Sale Information Guide? * No Yes

Have you attended or plan to attend a Tax Sale seminar? * No Yes

Note: The Real Property Tax Sale Information Guide and Tax Sale Seminar provide important information concerning the deposit and refund process. Failure to follow procedures may result in forfeiture.



The following display is the final certification requiring review and submission:

OTR MyTax DC 26-Aug-2023 ?

< Account


Tax Sale - Over the Counter Purchase
Tax Sale Purchaser
725-000281475
OTC PURCHASER

Tax Sale - Over the Counter Purchase

Instructions Over the Counter Properties Declaration Summary Certification

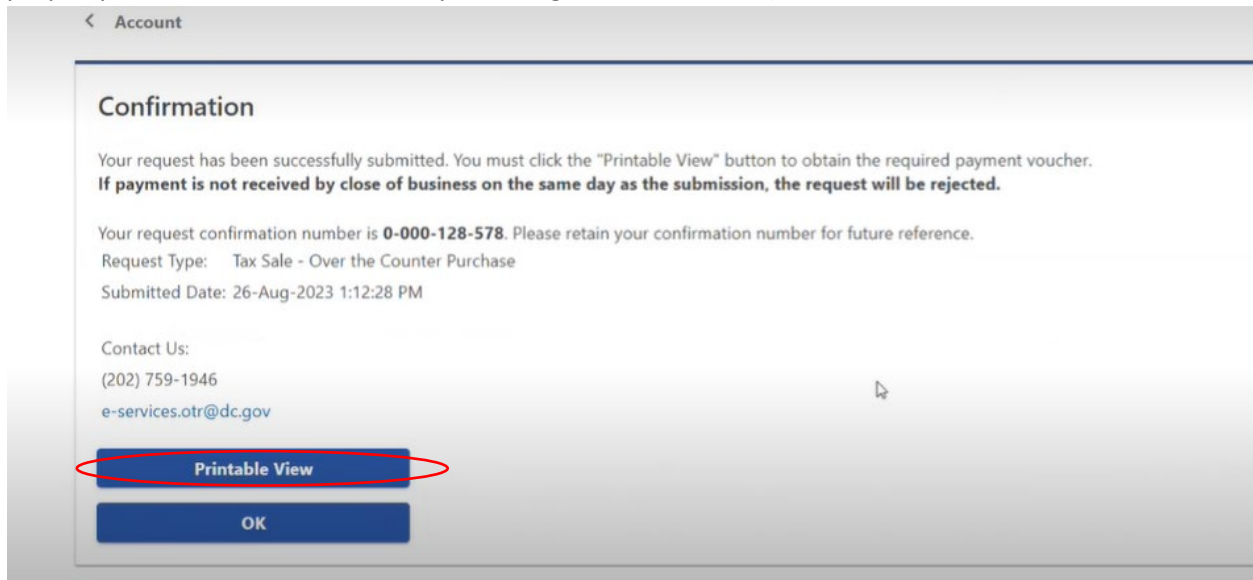
Certification

I certify, under penalty of law, that I have examined this application, including any attachments, and the information provided is true, correct and complete to the best of my knowledge and belief. Making a false statement is punishable by criminal penalties, D.C. Code §47-4106 and 22-2405. *

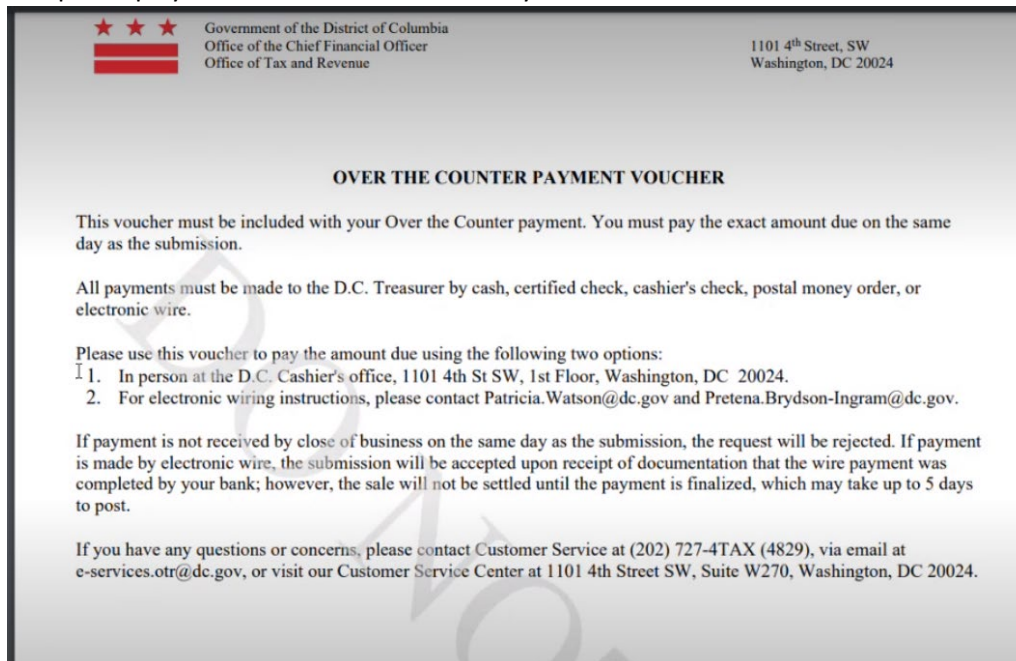




A “Confirmation” page is displayed containing information on payment: (Payment voucher with the property totals can also be viewed by selecting “Printable View.”)



Sample display of the “Over the Counter Payment Voucher” information:





Sample "Tax Sale Over the Counter Payment Voucher": (If the payment is not made on the date of purchase, the tax lien(s) selected for purchase will forfeit due to no payment.)

SUBMIT THIS PORTION WITH YOUR PAYMENT

TAX SALE OVER THE COUNTER PAYMENT VOUCHER	Customer ID: 00002-48365
	Account ID: 725-000281475
	Date of Over the Counter Sale: 26-Aug-2023
	Payment Due: 26-Aug-2023
	Amount Enclosed: <input type="text" value="\$111,593.16"/>

Make cashier's check or money order payable to: DC TREASURER

Cashier will only accept payment on or before the payment due date and for the exact amount listed. All payments must be made to the D.C. Treasurer by cash, certified check, cashier's check, or postal money order.