

MyTax.DC.gov User Guide: How to File a Special Event Tax Return (FR-800SE)

You can file your Special Event tax return from within your MyTax.DC.gov account by following this step-by-step guide.



Can't find what you're looking for? Enter keywords here to filter.

Business

I want to...

- > Register a New Business - Form FR-500
- > Register a Special Event - Form FR-500B
- > Request a Certificate of Clean Hands

Individual

I want to...

- > Check the Status of My Refund
- > Learn More About DC Freefile/Fillable Forms
- > Respond to Verification Letter
- > View Tax Forms

Real Property

I want to...

- > Make a Real Property Payment
- > Search Real Property by Address or SSL
- > View More Options

Clean Hands

I want to...

- > Request a Certificate of Clean Hands
- > Validate a Certificate of Clean Hands
- > Learn More About Certificate of Clean Hands

Forms

I want to...

- > Submit an Extension
- > View/Retrieve Current Year Tax Forms
- > View/Retrieve Prior Year Tax Forms
- > View MeF Information

Quick Links

I want to...

- > Submit a Customer Service Survey
- > View FAQs
- > View Tutorials
- > Contact OTR

Quick Payments

I want to...

- > Pay with Credit/Debit Card

Resources

I want to...

- > Go to OTR Homepage

Submissions

I want to...

- > Retrieve a Saved Submission or Previously Filed Return
- > Submit Requested Documentation
- > Submit VDA

Tax Law and Guidance

I want to...

- > View Private Letter Rulings
- > View DC Tax Code
- > View Tax Guidance Issued by OTR
- > View Notices

Taxpayer Advocate

I want to...

- > View Taxpayer Bill of Rights
- > Request Assistance
- > En Español

More...

I want to...

- > File Form FR-329 - Consumer Use Tax Return
- > Request Government Exemption
- > Request Residential Parking Exemption
- > Search for Certificate/License Exemptions

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BUSINESS TEST

00000-91110
1001 4TH ST SW
WASHINGTON DC 20004-4517

2

Welcome, John Doe

You last logged in on Tuesday, Sep 29, 2020 2:35:44 PM

[Manage My Profile](#)

Favorites [Summary](#) Action Center ²⁵ Settings More...

Filter

X

Alcoholic Beverage

BUSINESS TEST
1001 4TH ST SW
WASHINGTON DC 20024-4517
[Action Center Items](#) ²

Account

430-000120328

Balance

\$0.00

- > [Make a Payment](#)
- > [Returns](#)
- > [View Other Options...](#)

Sales & Use Tax

BUSINESS TEST
1101 4TH ST SW STE 5W
WASHINGTON DC 20024-4473

Account

350-000055010

Balance

\$0.00

- > [Make a Payment](#)
- > [Returns](#)
- > [View Other Options...](#)

Special Event

BUSINESS TEST
1001 4TH ST SW
WASHINGTON DC 20024-4517

Account

360-000071024

Balance

\$0.00

2a

- > [Returns](#)
- > [View Other Options...](#)

1. From the [MyTax.DC.gov](#) homepage, log in using your **Username** and **Password**.
 - a. If you do not have a [MyTax.DC.gov](#) account, click **Sign-Up to use MyTax.DC.gov** to register for an account (click here to access the “How to Sign up for MyTax.DC.gov” user guide).
2. In the user profile, under **Summary**, locate your **Special Event** tax account.
 - a. Click the **Returns** hyperlink.

3

Returns

Special Event
360-000071024
BUSINESS TEST

Balance
\$0.00

[File a Special Event Return](#)

[Returns](#) [Periods](#)

Returns

Period	Return	Status	
31-Dec-2019	FR-800SE Special Event Return		File Now

- Under the **Returns** section, click the **“File Now”** hyperlink for the return you are filing. If the **File Now** hyperlink is not available, click the **File a Special Event Return** hyperlink in the upper right corner. For this example, we will click the File a Special Event Return hyperlink.

 Government of the District of Columbia	Special Event Tax Return FR-800SE	BUSINESS TEST Account ID: 360-000071024	Due Date: Tax Period Ending: 2/29/2020
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Find Registered Events

If you are filing a new Special Event return (FR-800SE), select the month and year in which the event ended. If you are filing an amended return, navigate to the period from your Special Event account to amend the original return.

Event Ending (Month/Year):

February 2020

Find Registered Events

Cancel

4. On the **Find Registered Events** page, select the **Month** and **Year** in which the event ended from the drop down menu. For this example, we selected **February 2020**.
 - a. Click **Find Registered Events**.

 Government of the District of Columbia	Special Event Tax Return FR-800SE	BUSINESS TEST Account ID: 360-000071024	Due Date: Tax Period Ending: 2/29/2020
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Find Registered Events

If you are filing a new Special Event return (FR-800SE), select the month and year in which the event ended. If you are filing an amended return, navigate to the period from your Special Event account to amend the original return.

Event Ending (Month/Year):

February 2020

Find Registered Events

Results

No registered events were found. Enter the name of the event below.

Event Name *

5b

File Special Event Return


Cancel

5. **Select the event from the list** provided.
 - a. If the event is not listed then **type the event name** in the space provided.
 - b. Click **File Special Event Return**. **Note:** Click this button in both scenarios (listed or non-listed event) to file the return.

FR-800SE Return

FR-800SE

[View Form Instructions](#)


2020 Special Event Tax Return **BUSINESS TEST** Due Date: 3/20/2020
 Government of the District of Columbia Form: FR-800SE Return Account ID: 160-000071026 Tax Period Ending: 2/29/2020

6

Who should file the FR-800SE?

Every vendor who has made any sale of retail, taxable under the provisions of District of Columbia (DC) Official Code §47-2001 et seq., during the preceding calendar month shall file a return with the Office of Tax and Revenue (OTR).

6a

Return Information

Event Name: TEST EVENT

Is this return being filed by a paid tax preparer?

Are you authorizing an individual to discuss this return with OTR?

6b

	Taxable Amount	Tax Rate	Tax Due
1. Use Tax on Purchases Taxable at 6.0%	\$100,000.00	0.0600	\$6,000.00
2. Gross Sales	\$0.00		
3. Sales Taxable at 6.0%	\$0.00	0.0600	\$0.00
4. Other Sales and Purchases Taxable at 10%	\$0.00	0.1000	\$0.00
5. Sales and Purchases of Off-Premises Alcohol Taxable at 10.25%	\$0.00	0.1025	\$0.00
6. Sales and Purchases Taxable at 14.95%	\$0.00	0.1495	\$0.00
7. Sales for Parking Taxable at 1.8%	\$0.00	0.1800	\$0.00
8. Enter 2% of 911 sales receipts less 3% discount			\$0.00
9. Disposable Carryout Bag Fee (net of discount)			\$0.00
10. Total Amount Due			\$6,000.00

6c

[Cancel](#)

6d

[Next >](#)

6. The **FR-800SE Special Event Tax Return** will appear.
 - a. Answer the **Return Information** questions on the right side of the screen.
 - b. Then, answer the **Taxable Amount** inquiries.
 - c. If a balance is owed, your Total Amount Due will be listed on Line 10.
 - d. Click **Next**.

FR-800SE Return

29-Feb-2020
Special Event
360-000071024
BUSINESS TEST

FR-800SE Return



7

Payment Information

I would like to: 

7a

7. From the **Payment Options** page, select the appropriate **Payment Information** from the drop-down menu bar.

Note: You may choose **No Payment is Needed** from the drop-down menu bar when you are filing a zero return. The option **Pay Later** allows you to submit the return without making a payment. For this example, we will choose to **Pay through ACH Debit**.

- a. Click **Submit**.

FR-800V Return

FR-800V Payment Options

Payment Information

I would like to: Pay Through ACH Debit

8 **Payment Method**

Type
Direct Debit - US Bank

Bank Account Type
 Checking Savings

Routing Number
 Required

Populate Routing Number

Account Number
 Required

Confirm Account Number
 Required

Save this payment method for future use

8a

Payment

Amount intended to pay off a return that has been filed.

Payment Date
30-Sep-2020

Amount
\$375.00

Confirm Amount
 Required

8b

8c

8. Enter your bank account information into the **Payment Method** section including **Bank Account Type**, **Routing Number**, and **Account Number**. **Confirm** your **Account Number**.
 - a. If you would like [MyTax.DC.gov](https://mytax.dc.gov) to store your bank account information, click **Yes** beneath **Save this payment method for future use**. For this example, we selected **No**.
 - b. In the **Payment** section, your payment date will automatically populate. Enter the **Amount** of your payment and **Confirm** that amount.
Note: If you would like to schedule a payment in the future, you can do so from the account summary page by clicking the "Make a Payment" hyperlink. Payments can be scheduled up to one year in advance.
 - c. Click **Submit**.

Confirmation ✕

Under the penalties of law, I declare that, to the best of my knowledge, this tax return is correct.
I hereby authorize the Office of Tax and Revenue to debit my bank account in the amount of \$375.00.

Enter your password below to electronically sign this return.

9 Password ^{*}
Required

9a

9. In the **Confirmation** pop-up window, enter your [MyTax.DC.gov](https://mytax.dc.gov) **Password**, which will act as your electronic signature.
 - a. Click **Ok**.

Confirmation

Your return has been successfully submitted to the District of Columbia Office of Tax and Revenue. Please print a copy of this page for your records. Your request confirmation number is **0-000-006-428**. Please retain your confirmation number for future reference.

Tax Type: FR-800V Return - Quarterly Street Vendor and Mobile Food Services Tax Return
Filed For: 353-000075242
BUSINESS TEST
Period Ending: 31-Dec-2019
Balance Due: \$375.00
Submitted Date: 30-Sep-2020 10:54:51 AM

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

[Printable View](#) **10** [OK](#)

10. A **Confirmation** page displays. To obtain a printed copy of this page, click **Printable View**. Otherwise, click **OK**.