

2011 FR-900A SUB Employer/Payor Withholding Tax – Annual 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 or amended return.
Enter your business name and address.
Enter dollars and cents.
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)
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, 2011 and FR-900A 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 is greater than \$10,000, 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 check or credit card. Please notify this agency if your response changes in the future.

Detach at perforation before mailing

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Taxpayer Identification Number 123456789
Mark if X FEIN
Mark if X Amended return

Final return 119000410001
SOFTWARE DEVELOPER USE ONLY

Business name ABCDEFGHIJKLMNOPQRSTUVWXYZ

VENDOR ID# 1234

Mailing Address Line #1 12345ABCDEF...GHIJKLMNOP...123456

DC Income tax withheld this year \$123456789.99

Mailing Address Line #2 12345ABCDEF...GHIJKLMNOP...123456

Due Date 01202012
Account Number 123123123

City ABCDEFGHIJKLMNOP... State AB Zipcode + 4 123456789

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

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 Paid Preparer's Signature Date

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