

2009 FR-900A SUB Employer 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 whole dollar amounts. Round cents to the nearest dollar. Do not enter 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, 2009 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 \$10,000 or more, you must file electronically. See 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. If your payment is rejected, you may be subject to the District's dishonored check fee and additional penalties and interest.

Detach at perforation before mailing

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Taxpayer Identification Number 123456789
Mark if X FEIN
Mark if X SSN
Mark if X Final return
Mark if X Amended return
099000410001 OFFICIAL USE ONLY

Business name ABCDEFGHIJKLMNOPQRSTUVWXYZ

Mailing Address Line #1 123456789ABCDEFGHIJKLMN

DC Income tax withheld this year (dollars only) \$123456789.00

Mailing Address Line #2 123456789ABCDEFGHIJKLMN

Due Date 01202010
Account Number 123123123123

City ABCDEFGHIJKLMNOP State AB Zipcode + 4 123456789

Telephone Number of Person to Contact 1234567890
Preparer's FEIN, SSN or 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