

FR-900P PAYMENT VOUCHER

Instructions for FR-900P PAYMENT VOUCHER - please print clearly
Use the FR-900P Payment Voucher to make any payment due on your FR-900 return.

- Enter your Federal Employer Identification Number.
- Enter name and address exactly as they appear on your return.
- Enter the amount of your payment.
- Select the tax period for this payment.
- Make the check or money order (US dollars) payable to the DC Treasurer.
- Write your FEIN, tax period and type of return filed (FR-900) on the payment
- Staple your check or money order to the FR-900P voucher only. Do not attach your payment to your FR-900 return.
- Mail the FR-900P Payment Voucher with check or money order to:
Office of Tax and Revenue
PO Box 96385
Washington DC 20090-6385
- If you have more than one (1) withholding account, use a separate FR-900P to remit payment for each account.

Notes:

- Non-Wage indicates whether or not you have paid any lump-sum distributions from a retirement plan or account.
- If your pay exceeds \$5,000 in any period, you must pay electronically. Visit MyTax.DC.gov.
- For electronic filers, in order to comply with 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.
- Dishonored Payments Make sure your check or electronic payment will clear. You will be charged a \$65 fee if your check or electronic payment is not honored by your financial institution and returned to OTR.

Detach at perforation and mail the voucher, with payment attached.

Government of the
District of Columbia

FR-900P Payment Voucher for Withholding Tax



Important: Print in CAPITAL letters using black ink.

Amount of payment 9999999999.00

Federal Employer Identification Number 999999999
Account Number 99999999999

SOFTWARE DEVELOPER USE ONLY

VENDOR ID# 1234

Mark if non-wage Tax Period Ending (MMDDYYYY)
99999999

Name (not your trade name)
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

Business mailing address #1
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

Business mailing address #2
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

City
XXXXXXXXXXXXXXXXXXXX

State ZIP Code + 4
 999999999

- Payment for Tax Period
- 1. Quarterly: January, February, March
 - 2. Quarterly: April, May, June
 - 3. Quarterly: July, August, September
 - 4. Quarterly: October, November, December
 - 5. Annual: January through December