



Important: Print in CAPITAL letters using black ink. Leave lines blank that do not apply.

STAPLE OTHER REQUESTED DOCUMENTS IN UPPER LEFT BEHIND THIS FORM

STAPLE W-2s AND OTHER WITHHOLDING STATEMENTS HERE

**Personal information**

OFFICIAL USE ONLY  
Vendor ID#0000

Your first name \_\_\_\_\_ M.I. \_\_\_\_\_ Last name \_\_\_\_\_

Your social security number \_\_\_\_\_ Your date of birth (MMDDYYYY) \_\_\_\_\_ Daytime phone number \_\_\_\_\_

Current mailing address (number, street and suite/apartment number if applicable)  
 \_\_\_\_\_  
 \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code + 4 \_\_\_\_\_

Country or U.S. commonwealth/U.S. territory \_\_\_\_\_

**Review categories 1 - 2** below and attach your withholding statements.

- Commuter/Domiciliary State Exemption: I declare that during the taxable year shown above I either commuted on a daily basis from my place of residence to work in the District of Columbia (DC) or I was a domiciliary or legal resident of the state listed and my only income from sources within DC was from wages and salaries, which are subject to taxation by (enter the 2 letter state abbreviation for your domiciliary or legal state of residency) I did not maintain a place of abode in DC for a total of more than 183 days. (see instructions). DC tax was erroneously withheld from salary and wages paid to me by my employer.
- Military spouse exemption: If your non-resident military spouse was in the armed services during 2016, and you are not a DC resident, enter the state of domicile declared on DD Form 2058.
- List the type and location of any DC real property you own.
 

Type of property \_\_\_\_\_

Address (number, street and suite/apartment number if applicable)  
 \_\_\_\_\_

Type of property \_\_\_\_\_

Address (number, street and suite/apartment number if applicable)  
 \_\_\_\_\_

**Refund request**

Round cents to nearest dollar. If amount is zero, leave line blank.

1. DC income tax withheld <i>Attach copies of your withholding statements.</i>	1 \$									00
2. 2016 DC estimated income tax payments	2 \$									00
3. Refund request <i>Add Lines 1 and 2.</i>	3 \$									00

Will the refund go to an account outside the US?  Yes  No See instructions.

**Refund Options:** For information on the tax refund card and program limitations, see instructions or visit our website [otr.dc.gov/refundprepaidcards](http://otr.dc.gov/refundprepaidcards).

Mark one refund choice:  Direct Deposit  Tax Refund Card  Paper Check

**Direct Deposit** If you want your refund deposited in your bank account, fill in type of account  checking  savings and enter the routing number and account number below.

Routing Number \_\_\_\_\_ Account Number \_\_\_\_\_

Third party designee To authorize another person to discuss this return with OTR, fill in here  and enter the name and phone number of that person. See instructions.

Designee's name \_\_\_\_\_ Phone number \_\_\_\_\_

**Signature** Under penalties of law, I declare that I have examined this request and any attached statements, and, to the best of my knowledge, they are correct.

Your signature \_\_\_\_\_ Date \_\_\_\_\_ Preparer's signature \_\_\_\_\_

Preparer's Tax Identification Number (PTIN) \_\_\_\_\_