



**Procedures for the Remittance and Reporting of 911 Fees  
Government of the District of Columbia**

District of Columbia Code §34-1803 imposes upon all providers of local exchange service or exchange access, including wireline providers, wireless providers, and Voice over Internet Protocol (VoIP) Service Providers (VSPs), a fee (911 Fee) calculated monthly on the basis of each individual telephone line sold, leased or billed in the District of Columbia as follows:

**WIRELINE LOCAL EXCHANGE SERVICE:**  
 \$0.76 per exchange access line;  
 \$0.62 per Centrex line; and  
 \$4.96 per PBX trunk  
 (\$.62 x PBX station equivalency ratio of 8)

**WIRELESS TELEPHONE EXCHANGE SERVICE  
AND VOIP SERVICE**  
 \$0.76 for each telephone number  
 with a District of Columbia billing address

REMITTANCE PROCEDURES

Providers are asked to remit the 911 Fee to the Washington, D.C. Treasury monthly, but no later than quarterly

Monthly Remittance Schedule  
 Quarterly Remittance Schedule

Payment due by 15<sup>th</sup> of each month for previous month

Payment Due	Reporting Periods
January 15	October, November, December
April 15	January, February, March
July 15	April, May, June
October 15	July, August, September

The preferred method of payment is by wire transfer or ACH credit  
 The bank routing account information for electronic funds transfers is as follows:

**BANK:** Citibank  
**Routing No:** 021000089  
**Account No:** 30918939  
**Tax ID:** 53-6001131  
**Reference:** 911 Fees

**NOTE:**

When funds are electronically transferred,  
 a 911 Fee Remittance Report **must** be:  
 E-mailed to OCFO Public Safety Justice Cluster address.

Checks should be made payable to the DC Treasurer and mailed to the following address:

**Mailing Address:**

OCFO Public Safety Justice Cluster  
 Attn: Accounting Department  
 be: 899 North Capitol Street, NE  
 Suite 8200A  
 Washington, D.C. 20002

**NOTE:**

When funds are submitted by check,  
 (1) A 911 Fee Remittance Report **must**  
 accompanied with the check.

(2) Additionally, a copy of the report must be e-mailed  
 to the Office of Unified Communications at  
[911fee@dc.gov](mailto:911fee@dc.gov)



**Procedures for the Remittance and Reporting of 911 Fees  
Government of the District of Columbia**

**NOTE:** To obtain an electronic template of the Remittance Form, send your request to e-mail address [911fee@dc.gov](mailto:911fee@dc.gov), or contact Yolanda Taylor-Weems at [Yolanda.Taylor-Weems@dc.gov](mailto:Yolanda.Taylor-Weems@dc.gov) telephone number 202-645-9333.

REPORTING PROCEDURES

All providers **must** complete and submit the 911 Fee Remittance Report with all remittances

**STEP 1**

*(in all cases)*

A copy of the remittance is to be e-mailed to the District's Office of Unified Communications At [911fee@dc.gov](mailto:911fee@dc.gov). Please enter the provider name on the subject line.

**AND**

**STEP 2**

*(if remitting by check)*

Mail to the Office of the Chief Financial Officer (OCFO), Public Safety & Justice Cluster

**Mailing Address:**

**District of Columbia Treasurer**

**Attn: Monica Swann**

**OCFO, Public Safety & Justice Cluster**

**899 North Capitol Street, NE Suite 8200A**

**Washington, DC 20002**