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: Payment due by 15th of each month for previous month

Quarterly Remittance Schedule:

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 wirel transfer or ACH credit
The bank routing account information for electronic funds transfers is a 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:
(1) Faxed to the Office of the Chief Financial Officer, Public Safety and Justice Cluster at 202-673-3332
(2) Additionally, a copy of the report must be e-mailed to the Office of Unified Communications at **911fee@dc.gov**

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

Mailing Address:
Office of the Chief Financial Officer,
Public Safety & Justice Cluster
300 Indiana Ave, NW
Suite 4068
Washington, D.C. 20001

NOTE:
When funds are submitted by check,
a 911 Fee Remittance Report **must** be:
(1) 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**

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NOTE: To obtain an electronic template of the Remittance Form, send **your request to e-mail address 911fee@dc.gov, or contact Yolanda Taylor-Weems at 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**. Please enter the provider name on the subject line.

AND

STEP 2

(if sending funds electronically)

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

FAX No:

202-673-3332

(if remitting by check)

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

Mailing Address:

District of Columbia Treasurer

OCFO, Public Safety & Justice Cluster

300 Indiana Ave., NW, Suite 4068

Washington, DC 20001