
Nonprofit Law Resource Library

State-By-State Annual Compliance – District of Columbia

Annual Filings for District of Columbia Nonprofit Organizations

1. District of Columbia Department of Consumer and Regulatory Affairs

Form: Two Year Report

Due Date: January 15 (Due the first January 15th after the date of incorporation and once every two years thereafter. The Department of Consumer and Regulatory Affairs will mail the report to the agent on record 60 days prior to the due date.)

Department of Consumer and Regulatory Affairs
Business Regulation Administration
PO Box 92300
Washington, DC 20090

Information: (202) 442-4432

Web Site: www.dkra.dc.gov

Filing Fee: \$75

Notes: There is a \$40 late fee for this form.

For a District of Columbia nonprofit planning guide, please refer to the following website: brc.dc.gov/nonprofit/nonprofit.asp

2. District of Columbia Department of Consumer and Regulatory Affairs

Form: Charitable Solicitation Renewal

Due Date: Once every two years on the anniversary date of the initial application.

Bank of America
Attention: DC Government Wholesale
Lockbox #91360, Mail Code MD4-301-18-04
18th Floor, 225 North Calvert Street
Baltimore, MD 21202

Information: (202) 442-4311 (Dept. of Consumer & Regulatory Affairs)
Web Site: www.dkra.dc.gov
Filing Fee: \$253

Note: There is a \$150 late fee for this form.

3. Internal Revenue Service

Form: Annual Return Form 990

Due Date: 4 ½ months after end of fiscal year

Internal Revenue Service
Ogden, UT 84201-0027

Information: (800) 829-1040
Forms: (800) 829-3676
Web Site: www.irs.gov/charities
Filing Fee: \$0

Public Charities: If revenues under \$25,000, file Form 990-N electronically.
If revenues between \$25,000 and \$100,000, submit Form 990EZ.

Private Foundations: Submit Form 990PF, regardless of revenues.