



DISTRICT OF COLUMBIA  
OFFICE OF THE STATE SUPERINTENDENT OF

# EDUCATION

## Where To Get A Certified D-40

D.C. OFFICE OF TAX AND REVENUE (OTR)

1101 Fourth St. SW

Suite W270

WASHINGTON, DC 20004

(202) 727-4829

OFFICE HOURS

8:15 a.m. – 5:30 p.m.

**Metro:** Green Line; Waterfront Station

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## Important Reminders

1. A Certified D-40 can only be obtained from the District of Columbia Office of Tax and Revenue (OTR). A Certified D-40 bears a “Certified True Copy” stamp. The “Certified True Copy” stamp indicates that the D-40 is a valid tax return filed with the District of Columbia Office of Tax and Revenue (OTR).
2. If an extension was filed, then a stamped “Certified True Copy” of the extension along with the “Certified True Copy” of the previous tax year’s return is required.
3. DCTAG applicants who were not enrolled in a college or university during the most recent academic year, as well as new DCTAG applicants who previously attended college or returning DCTAG applicants who missed a year or more of DCTAG eligibility may be required to submit domicile verification for previous year(s). Consult your DCTAG Counselor for more information on what you should submit.