

Forming and Maintaining a Nonprofit Organization
District of Columbia Edition
A Foundation Group® Guidebook

DISTRICT OF COLUMBIA COMPLIANCE CHECKLIST

FEDERAL FILING REQUIREMENTS

- 1. IRS FORM 990 FILINGS - due by the 5th month and 15th day after fiscal year end.**

Filing Due Date:

Location of past filed copies:

NOTE: Churches are the only 501(c)(3) organizations that do not have an IRS Form 990 requirement.

STATE FILING REQUIREMENTS

- 2. CHARITABLE SOLICITATIONS**

Organization type does not qualify for registration.

Applied for registration or exemption. Date applied:

Registration Certificate Number:

Renewal Date Due:

Location of original filed copy:

- 3. CORPORATE REPORT**

Biennially – The District of Columbia requires one every two years

Due date and year:

Location of past filed copies:

- 4. STATE CORPORATE TAX – Most states recognize the federal Letter of Determination and do not require any additional, state filings in order to be income tax-exempt for state purposes. However, DC has its own recognition requirements.**

Applies for registration or exemption. Date applied:

Registration Certificate Number:

Renewal Date Due:

Location of original filed copy:

- 5. STATE SALES TAX EXEMPTION**

Organization type does not qualify for registration

Applied for registration. Date applied:

Registration Certificate Number:

Renewal Date Due:

Location of original filed copy:

The organization could have additional state and federal filing requirements. This would depend on the type of organization and other factors such as: product sales, employees and independent contractors.