



GOVERNMENT OF THE DISTRICT OF COLUMBIA

Office of the Chief Financial Officer

Office of Tax and Revenue

1101 4th. Street, S.W., 6th. Floor, Washington, D.C. 20024

Fax No. (202) 442-6885

ATTN: Collection Division/Special Investigation Unit

CERTIFICATE OF GOOD STANDING REQUEST

I am hereby requesting a Certificate of Good Standing for the following entity:

ENTITY/NAME:

ADDRESS:

TELEPHONE NUMBER(S):

FEIN/SSN:

Contact Person:

Signed:

Title:

Date:

Certificates of Good Standing take approximately 7 to 10 business days for processing. If this is a third party request, please submit a copy of your Power of Attorney with the request form. The fee for the certificate is \$15.00 when picked up in person or \$16.00 if the certificate is to be mailed. We will contact you when the certificate is ready to be picked up. If you request to have the certificate mailed, please send your payment of \$16.00 to the Office of Tax and Revenue, PO Box 37559, Washington, DC 20013 and make your check payable to DC Treasurer. For further information contact Renee Green (202) 442-4072 or Michelle Quinn (202) 442-7055.