

**STATEMENT TO AMEND EMPLOYER'S CONTRIBUTION AND WAGE REPORT**

**Important Notices:**

This statement must be filed and must bear a signature, contact name, email address and telephone number in case further information is required. Separate statement must be filed for each quarter.

Wage adjustments for five or more employees must be submitted online at [DCETS.does.dc.gov](http://DCETS.does.dc.gov).

Attach other state amended reports for wages deleted due to amendment reason "wages reported to wrong state."

Attach supporting documents for wages adjusted due to amendment reasons "Worker performed service for different business," "Employee exempt-wages not taxable," and "Wages reported in error."

Employer Name:			UI TAX RATE	%	TOTAL AMOUNT DUE			
Address:			INTEREST RATE PER MONTH	1.50%	REMITTANCE AMOUNT			
EAN:	FEIN:	QUARTER ENDING:	ADMINISTRATIVE ASSESSMENT	0.20%	CHECK NUMBER			
ITEM	ORIGINAL REPORT TOTALS	AMENDED REPORT TOTALS	TOTAL GROSS WAGE AMOUNT REPORTED	TOTAL GROSS WAGE AMOUNT AMENDED	TOTAL GROSS WAGE DIFFERENCE (+ OR -)	TOTAL OUT OF STATE (OOS) TAXABLE WAGE AMOUNT REPORTED	TOTAL OOS TAXABLE WAGE AMOUNT AMENDED	TOTAL OOS TAXABLE WAGE DIFFERENCE + OR (-)
TOTAL WAGES								
NON TAXABLE WAGES								
TAXABLE WAGES								
UI CONTRIBUTIONS (TAXES)								
ADMINISTRATIVE ASSESSMENT								

**WAGE DETAIL**

SSN	EMPLOYEE NAME	GROSS WAGE REPORTED	GROSS WAGE AMENDED	GROSS WAGE DIFFERENCE + OR (-)	OUT OF STATE (OOS) TAXABLE WAGE REPORTED	OUT OF STATE (OOS) TAXABLE WAGE AMENDED	OOS TAXABLE WAGE STATE ABBREV	OOS TAXABLE WAGE DIFFERENCE + OR (-)	*AMENDMENT REASON CODE

YOUR TOTAL REMITTANCE MADE PAYABLE TO "DC DOES", MUST INCLUDE APPLICABLE INTEREST AND OR PENALTY. TO CALCULATE YOUR TAX DUE, MULTIPLY THE TAXABLE WAGES IN THE DIFFERENCE COLUMN BY YOUR TAX RATE. ADD 10% OF THE ADDITIONAL TAX DUE OR 100.00 WHICHEVER IS GREATER. ADD 1.5% OF THE ADDITIONAL TAX DUE FOR EACH MONTH OR FRACTION THEREOF FROM THE DATE DUE UNTIL PAID.

MAIL TO: **DC DOES UI TAX DIVISION**  
**P.O. BOX 96664**  
**WASHINGTON, DC 20090-6664**

VOICE 202-698-7550  
 FAX 202-698-5706  
 EMAIL [UITAX.INFO@DC.GOV](mailto:UITAX.INFO@DC.GOV)  
 WEBSITE [HTTPS://DCETS.DOES.DC.GOV](https://DCETS.DOES.DC.GOV)

AMENDMENT REASON CODES	
CODE	REASON
1	Worker performed service for different business
2	Wage adjusted to correct computer system, data entry or accounting errors
3	Employee exempt-wages not taxable
4	Wages reported in error
5	Wages reported to the wrong state
6	Wages adjusted due to omission
7	Employee's name or hours worked corrected
8	Adjust or report oos taxable wages
9	Employee reported under incorrect SSN

I CERTIFY THAT THE INFORMATION CONTAINED IN THIS REPORT IS TRUE AND CORRECT AND THAT NO PART OF THE TAX WAS OR IS NOT TO BE DEDUCTED FROM THE WORKERS WAGES.

X					
SIGNATURE	NAME AND TITLE	EMAIL ADDRESS	PHONE	DATE	