
Instructions

Who must file a Form D-4A?

You must file a Form D-4A with your employer to establish that you are not a resident of D.C. and, therefore, not subject to D.C. income tax withholding. You qualify as a nonresident if:

- Your permanent residence is outside D.C. during all of the tax year **and**
- You do not reside in D.C. for 183 days or more in the tax year

Employees who are residents of D.C. should file a Form D-4, Employee's Withholding Allowance Certificate.

What if your resident status changes?

If you become a D.C. resident any time after you have filed a Form D-4A with your employer, you must file a Form D-4, Employee's Withholding Allowance Certificate, promptly so that the proper amount of D.C. income tax can be withheld from your wages.

How do you file the Form D-4?

After completing this form, give it to your employer to keep on file.