

INSTRUCTIONS FOR FORM 145 – AFFIDAVIT OF POSTING

Any form that is not completed in accordance with the following instructions shall not be accepted.

1. Attach photograph showing the Zoning Sign as seen from the public street in the space provided on the face of the affidavit. If more than one photograph is required, they should be mounted on a separate sheet of paper the same size as this form. The paper holding the photographs is to be firmly attached to this form.
2. All photographs must be at least three inches by three inches (3" x 3") and numbered to correspond to the street frontages listed on the face of the affidavit.
3. Please refer to Subtitle Y §§ 402.3 – 402.4 and 402.9 of Title 11 DCMR – Zoning (Rules of Practice and Procedure before the Board of Zoning Adjustment of the District of Columbia) for the requirements regarding posting of the property.
4. Please ensure that this form is notarized and presented to the Office of Zoning at 441 4th Street, N.W., Suite 200-S, Washington, D.C. 20001. Note: The Form 145 - Affidavit of Posting and photos can be uploaded into the Interactive Zoning Information System (IZIS) as an exhibit.
5. Pursuant to Subtitle Y § 402.5, at the conclusion of the hearing, all Zoning Signs should promptly be removed from the property.

**If You See Something, Say Something Report Fraud, Waste, Abuse, and Mismanagement in the
Government of the District of Columbia to the Office of the Inspector General
717 14th Street, N.W., Suite 500 | Washington, D.C. 20005**

CALLS ARE CONFIDENTIAL

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