

Dear Registrant:

Pursuant to the DC Uniform Controlled Substances Law (D.C. 4-29; D.C. Code § 48.901.02 (et. seq.) and regulations promulgated under 22 DCMR Chapters 10-15, every person who manufactures, distributes, dispenses, prescribes, or who conducts research with controlled substances in the District of Columbia must be registered with the District of Columbia Department of Health. This registration is required in addition to federal registration with the US Drug Enforcement Administration (DEA).

To apply for a new DC Controlled Substance Registration or to renew your current registration, complete the controlled substance application form. A separate registration is required for each place of business or practice that has independent activities where controlled substances are manufactured, distributed, dispensed, prescribed, research conducted, or stored on site.

To ensure that your application is processed in a timely manner, please follow the instructions provided. Incomplete applications will delay processing. A complete application packet includes the following:

Legible, complete, and signed Controlled Substance Registration application form and check or money order made payable to DC Treasurer. See 22DCMP 1005.1 for fee exemption for DC Officials or Agencies). Controlled Substance Registration fees are as follows.

o	Initial and Renewal Biennial Registration	\$130.00
o	Duplicate Certificate	\$25.00
o	Late Filing Fee	\$35.00
o	Re-inspection	\$130.00

Complete application packages should be mailed to:

**DC HEALTH – PHARMACY
P.O. BOX 37803
WASHINGTON, DC 20013**

Should you have questions, please contact Ms. Latasha Gaskin via email at Latasha.Gaskin2@dc.gov.

Sincerely,



Shauna White, PharmD, R.Ph.
Executive Director – District of
Columbia Board of Pharmacy
Program Manager – Pharmaceutica
Control Division