



Reminder – Total Cigarettes Sales Price Must Be Reported on the Cigarette Tax Disbursement Schedule Beginning August 1, 2021, and Helpful Tips for Cigarette Tax Reporting

Beginning with the August 2021 filing period, you must report the *Total Cigarettes Sales Price* on the CDTFA-810-CTF, *Cigarette Tax Disbursement Schedule*. This schedule provides detailed reporting for both the CDTFA-501-CD, *Cigarette Distributor/Importer Tax Report*, and the CDTFA-501-CM, *Cigarette Manufacturer's Tax Return of Taxable Distributions in California*. Details about reporting the *Total Cigarettes Sales Price* can be found in our [notification](#), mailed in June 2021, *New Reporting Requirement on the Cigarette Tax Disbursement Schedule Beginning with the August 2021 Filing Period*.

Helpful Tips for Cigarette Tax Reporting

Below are a few tips to help you complete your cigarette tax reporting successfully:

- Be sure to use our online filing template **version 3** when filing for reporting periods May 2020 and after.
- Report only positive whole numbers for *Quantity*, *Total Cigarettes*, *Total Cigarettes Sales Price*, and *Delivery Service Price*.
- Ensure the *Total Cigarettes Sales Price* is correct for each individual item or shipment when reporting transactions using Tax Jurisdiction Codes (TJC) 10B as an importer and TJC 6A as a manufacturer.
- Do not report returned cigarettes on the *Cigarette Manufacturer Tax Return* or the *Cigarette Distributor/Importer Tax Report*. Maintain all records of returned cigarettes in your journals.
- Visit our *Cigarette and Tobacco Products Online Filing webpage* for online filing resources, templates, and instructions for preparing cigarette tax schedules. Updated templates will be available in early September 2021.

For More Information

If you have questions regarding this new reporting requirement or would like to test the new Excel filing template, please email STFRegUpdates@cdtfa.ca.gov with the person's name and telephone number to whom we should speak about these changes or the testing process.

You may also call our Customer Service Center at 1-800-400-7115 (CRS:711), then select the *Special Taxes and Fees* option and follow the prompts for *Cigarette and Tobacco Products Licensing or Taxes*. Customer service representatives are available Monday through Friday from 8:00 a.m. to 5:00 p.m. (Pacific time), except state holidays.