

**PART 1 – IDENTIFY YOUR BUSINESS**

BUSINESS NAME <i>(please print)</i>			PERIOD BEGIN DATE	PERIOD END DATE	CDTFA ACCOUNT NUMBER
LOCATION ADDRESS <i>(number and street)</i>	CITY	STATE/PROVINCE	ZIP CODE/POSTAL CODE	COUNTRY/TERRITORY	FEDERAL EMPLOYER IDENTIFICATION NUMBER <i>(FEIN)</i>
MAILING ADDRESS <i>(number and street)</i>	CITY	STATE/PROVINCE	ZIP CODE/POSTAL CODE	COUNTRY/TERRITORY	EMAIL ADDRESS

**PART 2 – IDENTIFY YOUR SALES**

PURCHASER NAME	ADDRESS	TYPE	BRAND FAMILY	INVOICE DATE	INVOICE NUMBER	QUANTITY	RYO TOTAL WEIGHT*	OTP TOTAL WEIGHT*	RETAIL SALES PRICE*	MANUFACTURER'S/ WHOLESALE LIST PRICE*
									\$	\$
									\$	\$
									\$	\$
									\$	\$
									\$	\$
									\$	\$
									\$	\$
									\$	\$
TOTAL									\$	\$

**PART 3 – IDENTIFY YOUR DELIVERY SERVICE** *(required for delivery sellers only)*

DELIVERY SERVICE NAME	ADDRESS	TELEPHONE NUMBER

\* Delivery sellers only

**PART 4 – SIGN BELOW**

**DECLARATION:** *I declare under penalties of perjury that I have examined this report and all attachments and, to the best of my knowledge and belief, it is true, correct, and complete.*

SIGNATURE OF RESPONSIBLE PARTY	RESPONSIBLE PARTY'S NAME	TITLE	TELEPHONE NUMBER	DATE

## GENERAL INFORMATION

### What is the PACT Act?

On June 29, 2010, the Prevent All Cigarette Trafficking Act (PACT Act) went into effect. This federal law amends the Jenkins Act, 15 U.S.C. Chapter 10A, which governs the collection of taxes on, and trafficking in, cigarettes and smokeless tobacco. The PACT Act revised definitions in the Jenkins Act, provided new requirements for registration, reporting, recordkeeping, and increased penalties for criminal violations. The PACT Act also generally prohibits mailing cigarettes and smokeless tobacco through the U.S. Postal Service.

### What tobacco products are covered under the PACT Act?

Cigarettes and smokeless tobacco are covered.

According to 18 U.S.C. 2341 and 26 U.S.C. 5702, cigarettes include:

- Any roll of tobacco wrapped in paper or in any substances not containing tobacco.
- Any roll of tobacco wrapped in any substance containing tobacco which, because of its appearance, the type of tobacco used in the filler, or its packaging and labeling is likely to be offered to, or purchased by, consumers as a cigarette as described in the bullet above.
- Roll-your-own tobacco.

Smokeless tobacco includes:

- Tobacco products that are non-combustible (primarily various forms of chewing tobacco, snuff, snus, etc.)

### Who must file this report?

You must file this report if you advertise, offer for sale, sell, transfer, or ship (for profit) roll-your-own and/or smokeless tobacco in interstate commerce. The roll-your-own and/or smokeless tobacco must be shipped into another state, locally, or Indian nation that taxes the sale or use of roll-your-own and/or smokeless tobacco.

### When and where do I file?

The report is due no later than the 10th day of each calendar month for the previous calendar month's shipments. To file or upload your report online, go to [www.cdtfa.ca.gov](http://www.cdtfa.ca.gov) and select *File a Return*. If necessary, you may mail the report to California Department of Tax and Fee Administration, P.O. Box 942879, Sacramento, CA 94279-0088.

### Definitions

*Common Carrier* — Any person (other than a local messenger service or the U.S. Postal Service) that holds itself out to the general public as a provider for hire of the transportation by water, land, or air of merchandise (regardless of whether the person actually operates the vessel, vehicle, or aircraft by which the transportation is provided) between a port or place and a port or place in the United States.

*Consumer* — A consumer is any person who purchases cigarettes or smokeless tobacco. This does not include any person lawfully operating as a manufacturer, distributor, wholesaler, or retailer of cigarettes or smokeless tobacco.

*Delivery Seller* — A person who makes delivery sales.

*Delivery Sale* — Any sale of cigarettes or smokeless tobacco to a consumer if:

- the consumer orders by telephone or other method of voice transmission, the mail, or the Internet or other online service, or the seller otherwise not in the physical presence of the buyer when the request for purchase or order is made; or
- the cigarettes or smokeless tobacco products are delivered to the buyer by common carrier, private delivery service, or other method of remote delivery; or
- the seller is not in the physical presence of the buyer when the buyer obtains possession of the cigarettes or smokeless tobacco.

*Interstate Commerce* - The term "interstate commerce" includes commerce between any place in a state and any place outside of that state, commerce between a state and Indian country in the state, or commerce between points in the same state but through any place outside of the state or through any Indian country. The term "state" includes the District of Columbia, the Commonwealth of Puerto Rico, and the possessions of the United States.

*Person* - The term "person" means an individual, corporation, company, association, firm, partnership, society, state government, local government, Indian tribal government, governmental organization of such a government, or joint stock company.

## INSTRUCTIONS

### PART 1 — IDENTIFY YOUR BUSINESS

Provide your business name, location and mailing address, reporting period, CDTFA account number, Federal Employer Identification Number (FEIN), email address, and your state identification number for the state you are shipping into. If you do not hold a license, permit, registration, or other identification number in the state you are shipping into, write NONE in that field.

### PART 2 — IDENTIFY YOUR SALES

Provide your purchaser's name, address, type of tobacco product (see types below), brand family, invoice date, invoice number, quantity, total weight, retail sales price, and manufacturer's/wholesale list price (see definition above.)

Tobacco Types:

1=Snuff 2=Chew 3=Roll-your-own tobacco (RYO) 4=Other (for example, snus, orbs, dissolvables, etc.)

### PART 3 — IDENTIFY YOUR DELIVERY SERVICE *(required for delivery sellers only)*

*Please see definition of delivery seller and delivery sales above.*

Provide your delivery service name, address, and telephone number.

### PART 4

Sign and date the form, and provide the name, title, and telephone number of the responsible party.

For more information, visit our website at [www.cdtfa.ca.gov](http://www.cdtfa.ca.gov). You may also call our Customer Service Center at 1-800-400-7115 (TTY:711); from the main menu, select the option *Special Taxes and Fees*. Customer service representatives are available Monday through Friday from 8:00 a.m. to 5:00 p.m. (Pacific time), except state holidays.