



# SPECIAL NOTICE

CALIFORNIA DEPARTMENT  
OF TAX AND FEE  
ADMINISTRATION  
450 N Street  
Sacramento, CA 95814

**GAVIN NEWSOM**  
Governor

**MARYBEL BATJER**  
Secretary  
Government Operations Agency

**NICOLAS MADUROS**  
Director

CDTFA WEBSITE  
[www.cdtfa.ca.gov](http://www.cdtfa.ca.gov)

CUSTOMER SERVICE CENTER  
1-800-400-7115

TTY  
711

## Prevent All Cigarette Trafficking Act (PACT Act) Reports Will Move to the New Online Services System Effective August 12, 2019

Your monthly PACT Act report(s) will be included in our new online services system on August 12, 2019. To help you prepare, here are some important details about filing online with the California Department of Tax and Fee Administration (CDTFA).

### File online

Go paperless! File your monthly *PA-1: State Cigarette PACT Act Report* and/or *PA-2: State Tobacco PACT Act Report* in our online services system, CDTFA's preferred filing method.

- You will need to create a login before you can file online.
  - When you login for the first time, you will see your new CDTFA account number for PACT Act reporting.
- We will email you a courtesy reminder prior to each filing due date to the email address on file. See *How to prepare* below.
- Your *CDTFA Account Number, Reporting Period, and Address* will automatically populate when you file online. If you file by paper, you will need to complete this information manually.
- You will be able to file an amended report(s) online for reporting periods after August 2019.

### How to login

- Your current *User ID, Password, and Express Login* will not be moved to the new online services system.
- You will need to sign up for a new *Username and Password*. We will mail a security code to the address we have on file so you can complete the login process. Watch for our letter with information about how to sign up.

### How to prepare

Please confirm or update your email and mailing address with us at [STFRegUpdates@cdtfa.ca.gov](mailto:STFRegUpdates@cdtfa.ca.gov) or call our Customer Service Center at 1-800-400-7115 (TTY:711), then select the *Special Taxes and Fees* option and follow the prompts for *Cigarette and Tobacco Products Taxes*. Customer service representatives are available Monday through Friday from 8:00 a.m. to 5:00 p.m. (Pacific time), except state holidays.

### Questions?

For more information on the upcoming changes to our online services, please see our FAQ page at [www.cdtfa.ca.gov/services/cros.htm](http://www.cdtfa.ca.gov/services/cros.htm).