



APPLICATION FOR TOBACCO SALES CERTIFICATE

State Form 51357 (R/7-05)
Approved by State Board of Accounts, 2005

INDIANA ALCOHOL & TOBACCO COMMISSION

302 W. Washington Street, Rm. E114

Indianapolis, Indiana 46204

Tobacco Enforcement: (317) 234-4315

Web page: <http://www.IN.gov/atc>

STEP 1. GENERAL INFORMATION

Name of Business Entity		Business telephone number () -		E-mail address	
Address where tobacco products are sold (number, street & room #)		City	County	State	Zip
Mailing Address (if different than business)		City	County	State	Zip
DBA	Check one: <input type="checkbox"/> Renewal <input type="checkbox"/> Original application	Certificate number (if renewal)		Certificate Expiration (if renewal)	

STEP 2. BACKGROUND

<input type="checkbox"/> Yes	<input type="checkbox"/> No	Do you understand that it is against Indiana law to sell a tobacco product to someone under 18 years of age?
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Do you understand that under Indiana law access to tobacco vending machines is illegal to people under 18 years of age?
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Do you understand that under Indiana law you must post the proper tobacco signage depending on what type of tobacco vendor you are?
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Do you understand that the identification of anyone that appears under the age of 26 should be checked before selling them a tobacco product?
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Do you understand that valid forms of identification include the following government issued IDs: a Drivers License, a State Issued ID card, a US Passport, a US Military ID card, and a US Immigration card.
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Do you understand that cigarettes have to be sold in a pack or carton and that selling single cigarettes is illegal?
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Do you understand that the penalty for violation of certain tobacco laws can be a fine of up to \$500.00 for each violation?
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Do you understand that if you sell tobacco products without a valid certificate, you may be fined up to \$10,000?
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Do you understand that your certificate must be renewed every three years?
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Do you understand that a new business selling tobacco may not operate within 200 feet of a public or private elementary or secondary school?
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Do you understand that the Indiana cigarette fair trade law must be followed at all times?
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Do you understand that tobacco sales certificates must be posted in accordance with Title 905 of the Indiana Administrative Code.

STEP 3. FEE AND PAYMENT SCHEDULE

There is a \$200 fee for a 3 Year Certificate. You may apply in person, by mail, or online.
Payment by mail may be by money order, business check, or certified check. DO NOT SEND CASH OR PERSONAL CHECKS.
Apply online at <http://www.IN.gov/atc> and pay with MasterCard or Visa.

STEP 4. SIGNATURE AND AFFIRMATION

I hereby consent for the duration of the certificate term to inspection and search by an excise enforcement officer, without warrant or other process of my certificate premise and vehicles to determine compliance with the provisions of I.C. 7.1 as required by I.C. 7.1-3-18.5-2.6.

Signature of applicant	Date signed (month, day, year)
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