

Instructions

GENERAL INSTRUCTIONS

You must file this return if you are licensed to distribute cigarettes within the state of Arizona.

You must file the return monthly on or before the 20th day after the month the cigarettes have been sold.

Prepare this return for each month regardless of whether or not any sales have been made. File the original with the Department of Revenue. Retain a copy of the return with all substantiating documentation for at least four years, subject to inspection by the Department.

Report all cigarettes in packages. Report all cigarettes in packages except where asked to report individual cigarettes.

You may substitute a computer-generated schedule for any of the DOR schedules. You must obtain prior approval of your substitute schedules. Your substitute schedules must be in the same format as the DOR schedules and contain all required information.

You must provide your taxpayer identification number on the return. A tax identification number is either your federal Employer Identification Number (EIN), or your Social Security Number (SSN) if you are a sole proprietor with no employees.

The Licensee or Authorized Agent must sign the return.

If you pay a preparer to complete the return, the preparer must sign the return and include his or her identification number.

SPECIFIC INSTRUCTIONS

Part 1: Cigarette Inventory (Sections A, B, C)

Section A: Taxable Regular (Blue Stamps)

Line 1: Enter your ending inventory from Section A, line 3, of prior month.

Line 2: Enter packages stamped for sale in Arizona during the month.

Line 3: Enter ending inventory of packages stamped for sale in Arizona last day of the month.

Line 4: Enter the stamped packages delivered in Arizona: *Add lines 1 and 2 then subtract line 3.*

Section B: Taxable Reservation (Red Stamps)

Line 5: Enter your ending inventory from Section B, line 7 of prior month (formerly Section B, line 3).

Line 6: Enter packages stamped for sale in Arizona during the month.

Line 7: Enter ending inventory of packages stamped for sale in Arizona last day of the month.

Line 8: Enter the stamped packages delivered in Arizona to Indian reservations from Schedule B, column (f) and column (g): *Add lines 5 and 6 then subtract line 7.*

Section C: Tax Free Reservation (Green Stamps)

Line 9: Enter your ending inventory from Section C, line 11 of prior month (formerly Section B, line 3).

Line 10: Enter packages stamped for sale in Arizona during the month.

Line 11: Enter ending inventory of packages stamped for sale in Arizona last day of the month.

Line 12: Enter the stamped packages delivered in Arizona to Indian reservations (from Schedule B, column (h) and column (i)): *Add lines 9 and 10 then subtract line 11.*

Section D: Tax Free Unstamped (Sold only to Arizona licensed distributors)

Line 13: Enter unstamped packages delivered in Arizona during the month.

Part 2: Stamp Inventory

Line 14: Enter from Part 2, line 17b of prior month (formerly Part 2, line 4b), amounts reported for Blue, Red, and Green stamps, packs of 20s and 25s.

Line 15: Enter Arizona stamps purchased during the month for Blue, Red, and Green denominations.

Line 16: Enter the total of lines 14 and 15.

Line 17a: Enter the number of stamps that were spoiled during the month.

Line 17b: Enter your ending inventory of Arizona stamps for this month.

Line 18: Enter the total of lines 17a through 17b.

Line 19: Subtract line 18 from line 16 to calculate the total number of Arizona stamps affixed during the month. This amount *must equal* amounts reported on lines 2, 6, and 10 of Sections A, B, and C.

If line 19 does not equal the amounts on lines 2, 6, and 10, *attach an explanation of the difference to back of this return.*

Part 3: Penalty

Line 20: This form is an informational return. *The penalty for failing to file, filing late, or filing an incomplete return is \$100 for each month or fraction of a month that the failure continues up to a maximum penalty of \$500.*

SPECIAL DEFINITIONS FOR SCHEDULES

PLEASE NOTE: Form 800NR does not contain Schedule A-1, Schedule A-2, Schedule C, or Schedule D.

“CIGARETTE” means any product that contains nicotine, is intended to be burned or heated under ordinary conditions of use, and consists of or contains: (1) any roll of tobacco wrapped in paper or in any substance not containing tobacco; or (2) tobacco, in any form, that is functional in the product, 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; or (3) 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 described in clause (1) of this definition. The term “cigarette” includes “roll-your-own” tobacco as defined below.

“ROLL-YOUR-OWN” tobacco means any tobacco which, because of its appearance, type, packaging, or labeling is suitable for use and likely to be offered to, or purchased by, consumers as tobacco for making cigarettes.

“BRAND FAMILY” means all styles of cigarettes sold under the same trademark and differentiated from one another by means of additional modifiers or descriptors, including, but not limited to, “menthol”, “lights”, “kings”, and “100s”, and includes any brand name (alone or in conjunction with any other word), trademark, logo, symbol, motto, selling message, recognizable pattern of colors or any other indicia of product identification identical or similar to, or identifiable with, a previously known brand of cigarettes.

“MASTER SETTLEMENT AGREEMENT” means the settlement agreement (and related documents) entered into on November 23, 1998 by the State and leading United States tobacco product manufacturers. A copy of the Master Settlement Agreement may be found at the web site of National Association of Attorneys General, www.naag.org.

“TOBACCO PRODUCT MANUFACTURER” means an entity that directly (and not exclusively through any affiliate):

- 1) Manufactures cigarettes anywhere that such manufacturer intends to be sold in the United States, including cigarettes intended to be sold in the United States through an importer (except where such importer is an original participating manufacturer (as that term is defined in the Master Settlement Agreement) that will be responsible for the payments under the Master Settlement Agreement with respect to such cigarettes as a result of the provisions of subsection II(MM) of the Master Settlement Agreement and that pays the taxes specified in subsection II(Z) of the Master Settlement Agreement, and provided that the manufacturer of such cigarettes does not market or advertise such cigarettes in the United States);
- 2) Is the first purchaser anywhere for resale in the United States of cigarettes manufactured anywhere that the manufacturer does not intend to be sold in the United States; or
- 3) Becomes a successor of an entity described in paragraph 1 or 2.

The term “tobacco product manufacturer” does not include an affiliate of a tobacco product manufacturer unless such affiliate itself falls within any of paragraphs 1 through 3 above.

“PARTICIPATING MANUFACTURER” has the same meaning prescribed in Section II(jj) of the Master Settlement Agreement and all amendments thereto. A list of participating manufacturers and their brands that comply with A.R.S. §44-7101 and A.R.S. §44-7111 is maintained and updated in the Arizona Cigarette Directory, located at the web site of the Arizona Attorney General, www.azag.gov/consumer/Tobacco/.

“NONPARTICIPATING MANUFACTURER” (NPM) means any tobacco product manufacturer that is not a Participating Manufacturer. A list of nonparticipating manufacturers and their brands that comply with A.R.S. §44-7101 and A.R.S. §44-7111 is maintained and updated in the Arizona Cigarette Directory, located at the web site of the Arizona Attorney General, www.azag.gov/consumer/Tobacco/.

“STATE EXCISE TAXES” means taxes imposed on tobacco products under A.R.S. Title 42, Chapter 3.

Special Instructions For Schedule A-3 Participating Manufacturer’s Cigarettes Sold in Arizona (except roll-your-own tobacco)

This report must be completed for every cigarette brand family (excluding roll-your-own tobacco) manufactured by a participating manufacturer for which the distributor affixed the excise tax stamp of this state or otherwise paid state excise taxes.

Column (a): Enter the name of the participating manufacturer of the brand family of cigarettes reported in Column (c).

Column (b): Enter the name and address of who the brand family of cigarettes, reported in Column (c), were sold to.

Column (c): Enter the brand family of the cigarettes sold (do not abbreviate). Do not break the brand family down into subcategories such as regular, menthol, light, etc. For example, for a cigarette named “Alpha Bravo Gold Menthol Lights”, report only “Alpha Bravo Gold”. Do not report as “A B Gold” or “A B Gold Menthol Lights.”

Column (d): Enter the number of packages of 20 or 25 cigarettes, excluding roll-your-own, for which the distributor affixed the excise tax stamp of this state or otherwise paid state excise taxes during the month.

Special Instructions For Schedule A-4 Nonparticipating Manufacturer’s (NPM) Cigarettes Sold In Arizona (except roll-your-own tobacco)

This report must be completed for every cigarette brand family (excluding roll-your-own tobacco) manufactured by a NPM for which the distributor affixed the excise tax stamp of this state or otherwise paid state excise taxes.

Attach copies of invoices listed in column (d) to Schedule A-4 for nonparticipating manufacturer products shipped to Arizona.

Column (a): Enter the name and address of the nonparticipating manufacturer of the brand family of NPM cigarettes reported in Column (c).

Column (b): Enter the name and address of who the NPM cigarettes reported in Column (c) were sold to.

Column (c): Enter the brand family of the NPM cigarettes (do not abbreviate). Do not break the brand family down into subcategories such as regular, menthol, light, etc. For example, for a cigarette named “Alpha Bravo Gold Menthol Lights”, report only “Alpha Bravo Gold”. Do not report as “A B Gold” or “A B Gold Menthol Lights.”

Column (d): Enter the date and invoice number of the invoice pursuant to which you sold the cigarettes identified in Column (c).

Column (e): Enter the number of individual NPM cigarettes or packages of 20 or 25 cigarettes, *excluding roll-your-own*, for which the distributor affixed the excise tax stamp of this state or otherwise paid state excise taxes.

If you have **not** engaged in any activity during the applicable period, you must complete and submit the *Nonresident Distributor’s Certification of No Nonparticipating Manufacturer Activity (In Lieu of Nonparticipating Manufacturer’s Schedules)* on page 5.

Special Instructions For Schedule B

COMPLETE A SEPARATE SCHEDULE B FOR EACH RESERVATION.

List all sales to authorized Indian retailers. For a current list of retailers authorized to receive red or green stamped cigarettes, call the Arizona Department of Revenue Tobacco Tax Section at (602) 716-7808. Each transaction must include the following:

Column (a): Enter the registration number and name of the retailer.

Column (b): Enter invoice date.

Column (c): Enter invoice number.

Column (d): Enter number of blue stamped 20s sold. (For information only to be included in **Section A, line 4.**)

Column (e): Enter number of blue stamped 25s sold (For information only to be included in **Section A, line 4.**)

Column (f): Enter number of red stamped 20s sold.

Column (g): Enter number of red stamped 25s sold.

Column (h): Enter number of green stamped 20s sold.

Column (i): Enter number of green stamped 25s sold.

Line 1: Enter the Total by Reservation for each of columns (d), (e), (f), (g), (h), and (i).

Line 2: For each column, enter the totals of all other attached sheets of Schedule B.

Line 3: To calculate the Grand Total of All Reservations, for each column, add lines 1 and 2. Enter the grand total of each column on line 3.

Special Instructions for Schedule E-1

Sale of Unstamped Participating Manufacturer's Cigarettes (except roll-your-own tobacco) to Another Arizona Licensed Distributor

USE SEPARATE SHEETS FOR EACH DISTRIBUTOR. Be sure to check the Arizona Department of Revenue's web site, www.azdor.gov, for a list of currently licensed distributors. Include the distributor's license number on the schedule.

Column (a): Enter the date of the sale.

Column (b): Enter the invoice number of the product sold.

Column (c): Enter the name and address of the participating manufacturer from whom product was received.

Column (d): Enter the brand family of the product sold.

Column (e): Enter the number of packages of 20 cigarettes.

Line 1: For each of columns (e) and (f), enter the total for this page only.

Line 2: For each of columns (e) and (f), enter the totals of all other attached sheets of Schedule E-1.

Line 3: For each of columns (e) and (f), add lines 1 and 2, and enter the grand total on line 3.

Special Instructions for Schedule E-2

Sale of Unstamped Nonparticipating Manufacturer's (NPM) Cigarettes (except roll-your-own tobacco) to Another Arizona Licensed Distributor

USE SEPARATE SHEETS FOR EACH DISTRIBUTOR. Be sure to check the Arizona Department of Revenue's web site, www.azdor.gov, for a list of currently licensed distributors. Include the distributor's license number on the schedule.

Column (a): Enter the date of the sale.

Column (b): Enter the invoice number of the product sold.

Column (c): Enter the name and address of the nonparticipating manufacturer from whom product was received.

Column (d): Enter the brand family of the product sold.

Column (e): Enter the number of packages of 20 cigarettes.

Line 1: For each of columns (e) and (f), enter the total for this page only.

Line 2: For each of columns (e) and (f), enter the totals of all other attached sheets of Schedule E-1.

Line 3: For each of columns (e) and (f), add lines 1 and 2, and enter the grand total on line 3.

No Nonparticipating Manufacturer Activity:

If you have **not** engaged in any activity required to be reported on Form 819NR, Schedule A-4, or Form 800NR, Schedule A-4 during the applicable period, you must complete and submit the form, ***Nonresident Distributor's Certification of No Nonparticipating Manufacturer Activity (In Lieu of Nonparticipating Manufacturers Schedules)***.