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## **INSTRUCTIONS — INVENTORY SCHEDULES**

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Inventory Schedules 1 and 2 require you to submit information regarding your beginning and ending cigarette inventory broken down by:

- Type of manufacturer (Participating or Non-Participating)
- Brand Family
- Stamped and unstamped packs
- Packs of 20 and 25

**Inventory Schedule 1** will contain your inventory of Participating Manufacturer cigarettes.

**Inventory Schedule 2** will contain your inventory of Non-Participating Manufacturer cigarettes.

**Column (a):** Enter the name and address of the Participating Manufacturer (Inventory Schedule 1) or the Non-Participating Manufacturer (Inventory Schedule 2) of the Brand Family of cigarettes reported in column (b).

**Column (b):** Enter the Brand Family of the cigarettes in current inventory. ***Do not abbreviate the name of the Brand Family.*** Moreover, 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 (c):** Enter the number of ***unstamped packs of 20*** for the cigarette brand reported in column (b), in your possession at the ***beginning*** of the month.

**Column (d):** Enter the number of ***unstamped packs of 20*** for the cigarette brand reported in column (b), in your possession at the ***end*** of the month.

**Column (e):** Enter the number of ***stamped packs of 20*** for the cigarette brand reported in column (b), in your possession at the ***beginning*** of the month.

**Column (f):** Enter the number of ***stamped packs of 20*** for the cigarette brand reported in column (b), in your possession at the ***end*** of the month.

**Column (g):** Enter the number of ***unstamped packs of 25*** for the cigarette brand reported in column (b), in your possession at the ***beginning*** of the month.

**Column (h):** Enter the number of ***unstamped packs of 25*** for the cigarette brand reported in column (b), in your possession at the ***end*** of the month.

**Column (i):** Enter the number of ***stamped packs of 25*** for the cigarette brand reported in column (b), in your possession at the ***beginning*** of the month.

**Column (j):** Enter the number of ***stamped packs of 25*** for the cigarette brand reported in column (b), in your possession at the ***end*** of the month.

**Total:** Enter the sum for each column.

A list of Participating and Non-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 website of the Arizona Attorney General, [www.azag.gov/consumer/Tobacco/](http://www.azag.gov/consumer/Tobacco/).



