

Instructions – Schedule B

Schedule B requires you to submit the following regarding cigars and tobacco products sold to retailers located on a tribal reservation within Arizona:

- Retailer registration name and number
- Invoice date and number
- Type and amount of product

Please note that a separate Schedule B must be submitted for each tribal reservation into which the cigars and tobacco products were sold. Use the Schedule B Continuation Page for each additional tribal reservation. Place the name of the reservation in the space entitled “Reservation Name” at the upper-left portion of the page.

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

Column (b): Enter the name of the retailer.

Column (c): Enter the date and number of the invoice.

Column (d): Enter the number of **individual** small cigars sold. DO NOT enter the number of packs or boxes of small cigars.

Column (e): Enter the number of **individual** cigars sold (excluding the small cigars entered in Column (d). DO NOT enter the number of packs or boxes of cigars.

Column (f): Enter the total number of ounces of Roll-Your-Own Tobacco sold.

Column (g): Enter the total number of ounces of tobacco products (other than Roll-Your-Own) sold that contain at least fifty percent (50%) tobacco (i.e., tobacco accounts for at least half of the product’s weight). Examples often include Smoking Tobacco, Snuff, Fine Cut Chewing Tobacco and certain Wraps.

Column (h): Enter the total number of ounces of tobacco products sold that contain less than fifty percent (50%) tobacco (i.e., tobacco accounts for less than half of the product’s weight). Examples often include Cavendish, Plug, Twist, Shisha (Hookah) and many Wraps.

- **Line 1:** Enter the Total by Reservation for each column.
- **Line 2:** For each column, enter the totals of all other Schedule B continuation pages.
- **Line 3:** To calculate the Grand Total of All Reservations, add lines 1 and 2 for each of column. Enter the grand total of each column on line 3.

