

TOBACCO INSPECTION

CHECKLIST

To help tobacco permit holders comply with state and local tobacco laws/regulations you are being given this checklist which shows some areas that require your attention as they area

violation of the law or regulations. These areas are marked with an X. The municipality reserves

the right to issue fines for other violations.

Requirement

ALL required signage present and hung

visible to anyone approaching sales

counter.

Example/Sources

Required Signs

No flavored nicotine, tobacco, or tobacco product enhancers in store.

Manufacturer letters attesting products are not flavored (all products i.e. cigarettes, cigars, vapes, accessories, etc.). Non age

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restricted stores also need letters stating

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vapes have nicotine level below 35 mg/ml.

*Easiest way to get these is to ask your distributor(s). Should be in clearly marked folder/envelope near tobacco products.

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e Strongly suggest to display permits/licenses prominently, to find on inspections.

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Effective Date: July 1, 2023

Mass. State Taxes paid
e The Department of Revenue will be
notified of untaxed products

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MASSACHUSETTS DEPARTMENT OF REVENUE

e Local BOH tobacco permit and State

Department of Revenue (DOR) CT-3Ts

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Remember the following to help make sure that you are not violating the law:

e ALL customers buying tobacco products must be asked for identification that proves they are at least 21.

e Flavored tobacco products and tobacco product enhancers are not allowed to be sold.

e Don't display or sell any new tobacco or vape products unless that product is listed on

the manufacturer letter stating the product is not flavored

e Cigarettes cannot be sold individually or in packs of less than 20.

e Tobacco products cannot be sold in self-service displays.

e All humidors must be kept locked.

First Violation

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\$1000 fine

Second Violation

Third Violation

\$2000 fine and 1-7
day suspension and
a possible permit
Suspension

\$5,000 fine and 730 day suspension

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and a possible
permit suspension

*Any violation for sale

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to a minor

Suspension of up to 30
days regardless if it is
the first, second, or
third violation

Resources

Free Anonymous Sales Training for retail clerks

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Spanish

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Tobacco regulation

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MA Tobacco

Control Law: Scan QR code

Health Department

Input contact info here...

This checklist was developed by MHOA and funded by the Massachusetts Department of Public Health, Massachusetts Tobacco Control Program and the Office of Local and Regional Health.

