

Store Inspection Form

Inspector Name:

Store Name: Address: Date: / / AM City: MA, Zip: Time: : PM

1. Can you visit the store?

Yes No, store does not exist or is permanently closed No, store closed at time of visit No, temporary/short-term or seasonal closure No, under 18 not allowed No, members only No, unsafe No, other reason not listed

2. Purpose of Visit:

Routine inspection visit Complaint received Failed compliance check follow-up Suspension of permit Retailer requested education Other:

3. Was the inspection completed? Yes No **If No**, please select the reason?

Do not sell tobacco Too busy

Other:

4. Choose one best store type:

Convenience store with or without gas Drug store or pharmacy Beer, wine, liquor store Grocery Store Mass merchandiser Tobacco shop

Hookah lounge/Smoking bar E-cigarette/Vape shop Bar or restaurant Other:

SIGNAGE		
	Yes	No
5. Is the local board of health license posted?	☐	☐
6. Is the state tax license posted?	☐	☐
7. Is required state law signage (MGL ch 270, 6 and 6A) posted?	☐	☐
8. Is a "no-smoking" sign(s) posted?	☐	☐
9. Is roll-your-own tobacco sold?	☐	☐
10. Is a health warning posted by roll-your-own tobacco?	☐	☐
11. Is a minimum legal sale age sign posted?	☐	☐
12. Is a cessation sign(s) posted?	☐	☐
13. Is a vaping health warning sign(s) posted?	☐	☐
14. Is a cigar health warning sign(s) posted?	☐	☐
15. Is a "sale of flavored e-cigarettes is prohibited" sign posted?	☐	☐
Adult-Only Retailers and Smoking Bars (21+)		
16. Is a "Must be 21+ to Enter" sign posted?	☐	☐

17. Is there an exterior sign that smoking/vaping allowed inside?	☐	☐
18. Is there an interior sign that smoking/vaping allowed inside?	☐	☐

LOCATION COMPLIANCE		
	Yes	No
19. Is any tobacco in a self-service location?	☐	☐
20. Do all self-service locations meet legal standards?	☐	☐
21. Are all tobacco products sold behind the counter?	☐	☐
22. Are any tobacco vending machines present?	☐	☐
23. Do tobacco vending machines meet all regulation standards?	☐	☐
24. Are any tobacco vending machines in a non-adult-only establishment?	☐	☐
25. Are any humidors present?	☐	☐
26. Are all humidors locked?	☐	☐
PRODUCTS & COMPLIANCE		
	Yes	No
27. Are any of the following products sold here?		
Cigarettes		
A. Non-menthol cigarettes	☐	☐
B. Menthol cigarettes	☐	☐
C. Flavored cigarettes	☐	☐
D. Cigarettes with 'low' or 'mild' descriptors	☐	☐
F. Cigarettes sold in packs of 20 ONLY (no loosies)	☐	☐
Cigarillos, Little Cigars, or Blunts		
G. Tobacco cigarillos, little cigars, or blunts	☐	☐
H. Menthol cigarillos, little cigars, or blunts	☐	☐
I. Flavored cigarillos, little cigars, or blunts	☐	☐
Large Cigars		
J. Tobacco premium large cigars	☐	☐
K. Menthol premium large cigars	☐	☐

L. Flavored premium large cigars	☐	☐
Chew, Snuff, Dip, Snus		
M. Tobacco chew, snuff, dip, snus	☐	☐
N. Menthol chew, snuff, dip, snus	☐	☐
O. Flavored chew, snuff, dip, snus	☐	☐
Vape Products		
P. Tobacco e-cigarettes	☐	☐
Q. Menthol e-cigarettes	☐	☐
R. Flavored e-cigarettes	☐	☐
S. Tobacco e-liquids	☐	☐
T. Menthol e-liquids	☐	☐
U. Flavored e-liquids	☐	☐

VIOLATIONS

28. Were any violations found?

Yes

No

29. What action was taken?

Educational warning

\$1,000 fine \$2,000 fine

\$5,000 fine Other fine:

Refer to other agency

MERCHANT EDUCATION

30. Employee/merchant name:

31. Employee/merchant title:

Owner Manager

Supervisor Clerk

32. Which of the following topics were discussed with the merchant? **(CHECK ALL THAT APPLY)**

Checked permit Reviewed regulations/tobacco sales laws Retailers' responsibilities Proper

identification Compliance checks (minors may look older) Penalties

Trainings Required signage placement Smoke-free workplace law Retailer kit materials

33. Which of the following materials were given? **(CHECK ALL THAT APPLY)** Copy of regulations State signage (MGL ch 270, G and 6A) Local signage “No smoking” sign(s) Minimum legal sale age sign Cessation sign(s) Vaping health warning sign(s) Cigar health warning sign(s) “Must be 21+ to enter” sign Smoking/vaping allowed inside sign(s) “Sale of flavored e-cigarettes prohibited” sign Retailer kit/training materials Sample employee agreements

34. Enter field notes: