| Legal Name and Trade Name (if applicable) |  |  |  |  |  |  |
| :--- | :--- | :--- | :--- | :---: | :---: | :---: |
| Mailing address / Street and Number |  |  |  |  |  |  |
| City | County | State | ZIP Code +4 |  |  |  |
| Office telephone number or |  |  |  |  |  |  |
| E-mail address |  |  |  |  |  |  |

## OFFICE USE ONLY

Check Number $\qquad$
Amount \$ $\qquad$
Deposit Date
Approved
$\qquad$
Date
License \# $\qquad$
Stub \# $\qquad$
Date Issued

Check type of license(s)desired and if new or renewal

Cigarette Licenses


## To: The Executive Director of Maryland

Application is made by the undersigned under the provisions of Title 16 and Title 16.5 of the Business Regulation Article of the Annotated Code of Maryland as amended, for the type of license checked above, and the applicant submits and certifies to the following information:
A. Type of Ownership
Corporation
Limited Liability Co

List Federal Identification Number

Partnership
Individual

List Social Security Number*

B. 1. License or storage location: $\qquad$

City County $\quad$ State $\quad$ Nine - digit ZIP Code
2. Identify and describe storage warehouse:
C. Give location where records will be available for audit in Maryland. (If different from license address, approval must be given by this office in writing.)
D. Individual, partner(s) or corporate officers:

|  | 1 | 2 | 3 |
| :---: | :---: | :---: | :---: |
| Name |  |  |  |
| Residence |  |  |  |
|  |  |  |  |
| Home Telephone No. |  |  |  |
| Social Security No. |  |  |  |
| Title |  |  |  |

Attach sheet for additional partner(s) or corporate officer(s).

## MARYLAND CIGARETTE AND OTHER <br> FORM 637 TOBACCO PRODUCTS (OTP) LICENSES APPLICATION

## SECTION 1 - All applicants must complete this section. Please answer each of the following questions:

A. List all cigarette and/or OTP licenses currently held by applicant in Maryland or any other state.
B. Does the applicant agree to conform to all the laws, rules and regulations of the State of Maryland relating to the business in which they propose to engage under this license?YES NO
C. Does the applicant agree to notify Licensing and Registration in writing at least 30 days prior to any change in the officers, location or ownership of the business?.YES NO
D. Does the applicant agree that the Executive Director and his duly authorized personnel may inspect any licensed premise or vehicle during regular business hours?NO
E. Method of operation: (Not applicable to manufacturer or storage warehouse applicants.) (Attach answers on separate sheet)

1. List all suppliers from whom you plan to purchase cigarettes and/or OTP?
2. Will the cigarettes be stamped or unstamped? If stamped, indicate stamping area.
F. Section 1-204 of the Tax-General Article of the Annotated Code of Maryland titled "Compliance With Workers' Compensation Laws" requires the evidence of such compliance prior to the issuance of any license by this office. The applicant hereby affirms that the applicant (check one):1. is not an employer required to provide coverage by Maryland Workers' Compensation Law; or2. is an employer required to provide employee coverage by Maryland Workers' Compensation Law and has secured such coverage. As evidence of such coverage, the following is submitted:
a. Name of insurance co.
b. Policy or binder no.
G. List names, titles, and telephone numbers of persons responsible for the following:

| 1. Filing state reports: | - |
| :---: | :---: |
| 2. Inventory and/or audit scheduling: |  |
| 3. Warehouse operations: | -) |
| 4. Tax stamp purchases/payment: | - ) |

Any changes in the above information should be submitted to Licensing and Permitting Unit in writing within $\mathbf{3 0}$ days.
SECTION 2 - Cigarette and OTP Storage Warehouse Complete this section in addition to Sections 1 and 7
Attach a separate listing of those accounts for which you plan to store cigarettes, if applicable. Also attach a separate listing of those accounts for which you plan to store OTP, if applicable.

SECTION 3 - Cigarette Subwholesalers - Complete this section in addition to Sections 1 and 7.
A. Does the applicant agree not to sell or transfer any cigarettes to separate entities which are owned, affiliated, or controlled by the applicant?YES No
B. List the retailers to whom you propose to sell cigarettes.

## SECTION 4 - Cigarette Vending Machine Operators - Complete this section in addition to Sections 1 and 7

A. Attach a separate sheet listing the names and addresses of all locations at which the applicant operates cigarette vending machines, showing the number of machines at each location.

1. Identify which machines (if any) can only be operated with a token, card, or similar device.
2. Identify which machines (if any) are located in an establishment that minors are prohibited by law from entering. Please provide copy of city, state, or local ordinance.
3. Identify which machines (if any) are located in an establishment that is a bonafide fraternal or veteran's organization.
B. Do all vending machines operated by the applicant meet one of the above criteria?NO
C. Sign and attach the affidavit provided verifying that all cigarette vending machines have an age of purchase decal attached.


## SECTION 7 - All applicants must complete this section

Individual, Partner or a Corporate Officer listed on this form must sign.
NOTE: If there is a parent corporation, president or vice president of the parent corporation must also complete this section.

## Affidavit

I do solemnly declare and affirm under the penalties of perjury that the contents of the foregoing document are true and correct to the best of my knowledge, information and belief.
Signature of individual, partner or corporate officer Title Signature of parent corporate officer

Type or print name of individual, partner or corporate officer who signed above

## Contact Information

Maryland Alcohol, Tobacco, and Cannabis Commission
Regulatory \& Research Section
1215 E Fort Ave, Ste 300
Baltimore, Maryland 21230
410-260-7314
atcc.licensing@maryland.gov
atcc.maryland.gov

