

**CIGARETTE LICENSE APPLICATION  
CITY OF OAK CREEK**

**CIGARETTE LICENSE FEE: \$100.00 / EACH**  
  
Total Amount Due: \_\_\_\_\_

**Wisconsin Seller's Permit Number:**  
\_\_\_\_\_  
(For questions regarding seller's permit, call 414-227-4000)

**APPLYING AS:**

INDIVIDUAL     PARTNERSHIP     LIMITED LIABILITY COMPANY     CORPORATION / NONPROFIT CORPORATION

**If applying as individual/partnership:**

INDIVIDUAL / PARTNERSHIP    NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

(list any additional partners on a separate sheet of paper)

**If applying as corporation/LLC:**

NAME OF CORPORATION / LLC \_\_\_\_\_

CORPORATE AGENT \_\_\_\_\_

ADDRESS \_\_\_\_\_

BUSINESS TELEPHONE ( \_\_\_\_\_ ) \_\_\_\_\_

TRADE/BUSINESS NAME \_\_\_\_\_

The undersigned hereby applies for a license to manufacture, sell, exchange, barter, dispose of, or give away, cigarette, cigarette paper, cigarette wrappers and any paper made or prepared for the purpose of being filled with tobacco for smoking on said premises.

**Please indicate whether sales will be:**     Over the counter     Vending Machine     Both

**Oak Creek Location Name and Address:**

**Local Agent (i.e., store manager)**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**MAIL LICENSE TO:**     Oak Creek store location     Corporate headquarters

- YES     NO    1. Does the applicant understand that they must purchase cigarettes only from manufacturers, distributors or jobbers who hold a permit with the Wisconsin Department of Revenue?
- YES     NO    2. Does the applicant understand that they must obtain a Tobacco Products Distributor permit if purchasing untaxed tobacco products from an out-of-state company? (Tobacco Products Distributor permit is available from the Wisconsin Department of Revenue at 608-261-6435.)
- YES     NO    3. Does the applicant understand that they cannot purchase/exchange cigarettes or tobacco products from another retailer, including transferring existing stock to a new owner?
- YES     NO    4. Does the applicant understand that they must provide employees with tobacco sales training approved by the Wisconsin Department of Health and Family Services? (SmokeCheck.org)
- YES     NO    5. Does the applicant understand that they may not sell, give or otherwise provide cigarettes/tobacco products to minors?
- YES     NO    6. Does the applicant understand that they may not sell single cigarettes?
- YES     NO    7. Does the applicant understand that cigarette and tobacco products invoices must be kept on the licensed premises for two years from the date of the invoice and be available for inspection by the Wisconsin Department of Revenue/law enforcement and that failure to comply can result in criminal penalties, including loss of cigarettes/tobacco products?
- YES     NO    8. Does the applicant understand that only cigarettes and roll-your-own (RYO) tobacco products listed on the Wisconsin Department of Justice's website labeled "Directory of Certified Tobacco Manufacturers and Brands" at [www.doj.state.wi.us/dis/tobacco/index.html](http://www.doj.state.wi.us/dis/tobacco/index.html) may be sold in Wisconsin?

All applicants agree to comply with and be bound by all the laws, ordinances, rules, regulations and penalties covering the business for which the license(s) is applied. All licenses expire on June 30, \_\_\_\_\_.

Date: \_\_\_\_\_

\_\_\_\_\_  
(Signature of Applicant)