



TOBACCO RETAILER'S LICENSE APPLICATION

A tobacco retailer's license from the City of Cerritos is required before retailing or selling any tobacco, tobacco products, or associated paraphernalia, and is contingent upon the observance of all federal, state, and local tobacco laws. Selling tobacco without a license is a serious offense, and may result in substantial penalties including fines and the denial of future City of Cerritos tobacco retailer's licenses. Licenses are issued to fixed addresses only, and each address requires a separate license. Effective July 1, 2020, Chapter 5.35 and Section 22.40.320 of the Cerritos Municipal Code strictly prohibits the sale of electronic cigarettes and electronic cigarette paraphernalia, inclusive of vape products, within the City of Cerritos. As such, tobacco retailer's licenses will not be issued for the sale of electronic cigarettes and/or associated paraphernalia.

Applicant Instructions: This form is required as part of the tobacco retailer's license application. Submit a digital or scanned copy of the completed form through the online business license application portal at permits.cerritos.gov.

Business Information

Business Name

Business Address

Business Mailing Address

Phone Number

Previous Name of Business at this Address (if any)

CA Dept. of Tax and Fee Administration Tobacco Retailer's License Number

Owner #1 Information

Owner/Operator Name

Phone Number

Driver License Number

Owner #2 Information (If Applicable)

Owner/Operator Name

Phone Number

Driver License Number

Tobacco Product Description

Please provide a detailed list of all tobacco products proposed for sale at your business location. Attached a separate sheet if necessary.

Electronic Cigarette Prohibition Acknowledgement

Pursuant to Chapter 5.35 and Section 22.40.320 of the Cerritos Municipal Code, tobacco retailer license holder(s) shall be prohibited from selling electronic cigarettes and associated paraphernalia. Please review the prohibition provided below and initial to acknowledge that your business is in compliance with this applicable Cerritos Municipal Code prohibition.

Beginning July 1, 2020, no retailer or licensed tobacco retailer, or a tobacco retailer's agents or employees, shall display, sell, offer for sale, or possess with the intent to sell or offer for sale, electronic cigarettes or electronic cigarette paraphernalia pursuant to Section 22.40.320 of the Cerritos Municipal Code. No permit or any other applicable license or entitlement for use, including but not limited to the issuance of a business license or tobacco retailer license, shall be approved or issued to an electronic cigarette retailer.

Owner #1 Initials _____ Owner #2 Initials _____

Note: The City will accept either a digital signature or a scanned copy of a wet signature. For a digital signature, you may use the "Fill & Sign" tool of the free Adobe Acrobat Reader, or any other digital signature service.

Business Owner Affidavit

I hereby apply for a City of Cerritos tobacco retailer's license, with the appropriate fees attached, to operate at the business address listed herein in the City of Cerritos, and I also attest that the information provided on this form is true and correct.

Owner #1 Signature _____ Date _____

Owner #2 Signature _____ Date _____

Note: The City will accept either a digital signature or a scanned copy of a wet signature. For a digital signature, you may use the "Fill & Sign" tool of the free Adobe Acrobat Reader, or any other digital signature service.



TOBACCO RETAILER'S LICENSE INFORMATION SHEET

Sales of tobacco within the City of Cerritos are regulated by Chapter 5.35 of the Cerritos Municipal Code and the City of Cerritos Business License Office. As approved by the Cerritos City Council by way of Ordinance No. 933 in February 2008, all businesses selling tobacco within the City of Cerritos are required to obtain a City of Cerritos Tobacco Retailer's License, in conjunction with a City of Cerritos Business License. In November 2019, the Cerritos City Council adopted Ordinance No. 1028, amending Chapter 5.35 and Section 22.40.320 of the Cerritos Municipal Code, prohibiting the sale of electronic cigarettes. Effective July 1, 2020, the sale of electronic cigarettes and associated electronic cigarette paraphernalia is no longer permitted in the City of Cerritos.

Additionally, Chapter 5.35 stipulates that the sale of tobacco products to minors or any other violation of local, state or federal laws related to tobacco sales, including the sale of electronic cigarettes or associated electronic cigarette paraphernalia within the City of Cerritos, may result in the suspension or revocation of said license.

TOBACCO RETAILER'S LICENSE

- Tobacco retail licenses are issued by the City of Cerritos Business License Office.
- The fee for a tobacco retailer's license is \$50.00 per year, and must be renewed prior to the expiration of the payment term.
- A tobacco retail license is required for merchants who sell any products containing tobacco and must be obtained prior to the sales of tobacco products.
- The tobacco retail license must be posted in a conspicuous location on the business' premises that is visible to the public.
- The license is non-transferrable and is valid only for the person and location issued for the period indicated, unless it is suspended or revoked for cause.
- Effective July 1, 2020, tobacco retail licenses will no longer be issued to merchants or retailers for the display, sale, offer for sale, or possession with the intent to sell electronic cigarettes or associated paraphernalia, including vape products.

PENALTIES

Penalties will be imposed as follows, pursuant to Chapter 5.35 of the Cerritos Municipal Code:

- 1st violation – Written warning
- 2nd violation within three (3) years of first violation – Thirty (30) day suspension
- 2nd violation within twelve (12) months of first violation – Ninety (90) day suspension
- 3rd violation within three (3) years of first violation – Ninety (90) day suspension
- 4th violation within three (3) years – License revocation

TO OBTAIN A TOBACCO RETAILER'S LICENSE

Visit permits.cerritos.gov to apply for a City of Cerritos Tobacco Retailer's License. For additional questions, please contact the Business License Office at (562) 916-1236.