



Asa Hutchinson
Governor

ARKANSAS TOBACCO CONTROL

101 E. Capitol Ave., Suite 401
Little Rock, AR 72201
Phone: 501-682-9756
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Steve Goode
Director

CIGARETTE VENDING MACHINES

1. Fill out and submit the application for a General Tobacco Products Vending Permit, plus the \$100.00 permit fee per fiscal year. Provide a list of all vending machine locations.
2. Fill out and submit the application for Cigarette Vending Machine Stamps, plus the \$10.00 stamp fee for each machine.
3. Provide a copy of an invoice showing sales tax has been paid on machines purchased. (If machines are purchased out of state, payment of Arkansas Sales Tax may be required.)
4. Have the bond form executed and notarized by the insurance/bond company of your choice. Your signature must also be notarized. A Certificate of Deposit and Assignment form or Irrevocable Letter of Credit is also acceptable.
5. You must have your Arkansas Sales and Use Tax Permit in order to apply.
6. Return all forms to our office so that we may begin a review of your application.
7. Upon completion of the review, approval or denial of your application will be completed.

APPROVAL – YOU WILL RECEIVE YOUR PERMIT AND STAMPS.

**DENIAL – LETTER OF DENIAL AND RETURN OF YOUR APPLICATION,
BOND, STAMP ORDER AND CHECK(S).**