

OR-318

Cigarette Vending Machine Location Change

Instructions

If you own and operate a cigarette vending machine or machines and have been issued either a cigarette dealer's license or cigarette distributor's license by the Department of Revenue Services (DRS), you are required to report the following changes to DRS by fax or mail no later than 30 days after the change:

- **Change in location of an existing cigarette vending machine;**
- **Removal from service of an existing cigarette vending machine; or**
- **Placement of a new cigarette vending machine.**

Fax: 860-297-4818

Mail: Walk-In Registration Unit, Department of Revenue Services, State of Connecticut, PO Box 2937, Hartford CT 06104-2937.
 If you have any questions, please contact the Registration Unit at **860-297-5770**, Monday through Friday, 8:30 a.m. to 4:30 p.m.

Taxpayer Information

| | | |
|---------|----------------------------|------------------|
| Name | CT Tax Registration Number | FEIN |
| Address | Date | Telephone number |

Registered Machine(s) Moved to a New Location (Attach additional sheet if necessary.)

| Make of Machine | Model Number | Name and Address of Premises |
|-----------------|--------------|------------------------------|
| | | Old location: |
| | | New location: |
| | | Old location: |
| | | New location: |
| | | Old location: |
| | | New location: |
| | | Old location: |
| | | New location: |

Registered Machine(s) Removed From Service (Attach additional sheet if necessary.)

| Make of Machine | Model Number | Name and Address of Premises |
|-----------------|--------------|------------------------------|
| | | |
| | | |
| | | |

Unregistered Machine(s) Brought into Service (Attach additional sheet if necessary.)

| Make of Machine | Model Number | Name and Address of Premises |
|-----------------|--------------|------------------------------|
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