

March 15, 2004

SUBJECT: Increase in Cook County Tax on the Retail Sale of Cigarettes

Dear Retail Dealer of Cigarettes:

On February 24, 2004, the Cook County Board of Commissioners amended the Cook County Cigarette Tax Ordinance (copy enclosed) which provides for a tax on the retail sale of cigarettes within Cook County. The amendment increased the tax on cigarettes by \$.041 per cigarette, which is \$.82 per package of twenty and \$1.025 per package of twenty-five cigarettes. This amendment will take effect on April 1, 2004. **Therefore, the total tax due on or after this date for cigarettes sold within Cook County will be \$1.00 for a package of twenty cigarettes and \$1.25 for a package of twenty-five cigarettes.**

Pursuant to the Ordinance every retailer of cigarettes doing business in Cook County must file the enclosed affidavit with the Cook County Department of Revenue on or before April 15, 2004. The affidavit is a sworn statement, by the retailer, of the number of cigarettes that are in their inventory/possession at the start of business on Thursday, April 1, 2004. This affidavit must be used by the retailer to report the additional taxes that they owe.

Retain the yellow and pink copies of the completed affidavit for your records, until August 31, 2004. Mail the white copy, along with your remittances, made payable to the "Cook County Collector", to the Cook County Department of Revenue in the enclosed envelope, **on or before April 15, 2004**. The pink copy of the affidavit is for audit purposes and must be made available and provided to a Cook County Field Auditor or an authorized Cook County representative upon their request. A commission of one percent (1%) of the total increase in tax is provided to cover the cost incurred in compiling the inventory and computing the tax. Remittances postmarked after April 15, 2004 are not entitled to the commission and must include a penalty of 10% and interest at 1.25% per month or fraction of a month.

Also enclosed, for your information, is a summary of Sections 20 through 24 of the Uniform Penalty, Interest and Procedures Ordinance which refers to interest and penalties applicable for the nonpayment of the tax and the late payment, late filing and underpayment of tax remittances or returns.

If you have any questions, please call my staff at (312) 603-6733. Your cooperation is appreciated.

Sincerely,

Barbara Bruno
Director of Revenue

Enclosures

