

March 15, 2004

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

Dear Wholesale Tobacco Dealer:

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 rate 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 wholesale tobacco dealer 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 wholesale tobacco dealer, of the number of cigarettes that are in their inventory/possession at the opening of business on April 1, 2004. Specifically, you are required to reconcile and account for the additional tax due on cigarettes that are in packages which have been stamped with the appropriate Cook County tax stamp which was in force prior to April 1, 2004.

A check or money order must accompany the affidavit and may be in the net amount of the increase in Cook County tax (after a deduction of a commission of one percent 1%) if the affidavit is filed with our Department by the due date. The commission of one percent (1%) of the total increase in tax is provided for the wholesale tobacco dealer 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.

Retain the yellow and pink copies of the completed affidavit, for your records, until August 31, 2004. Mail the white copy, along with a check, 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 available and provided to a Cook County Field Auditor or an authorized Cook County representative upon their request. A separate affidavit must be filed for each location in which a wholesaler maintains an inventory of cigarettes.

Cigarettes which are included in the wholesale tobacco dealer's affidavit of inventory on hand April 1, 2004, and which are subsequently sold to a retailer must be accompanied by a certification to the retailer stating the name and address of the purchaser, the quantity of cigarettes sold, the date of the sale, and statement by the wholesaler to the retailer that the increase in Cook County cigarette tax that took effect on April 1, 2004 will be paid by the wholesaler to the Cook County Collector on or before April 15, 2004. This certification must be signed by an officer or an owner of the wholesale tobacco dealer, and must be attached to or printed on the invoice or sales ticket on which the cigarettes are billed. A copy of the certification must be maintained by the wholesaler until August 31, 2004 and made available for inspection by duly authorized representatives of Cook County during regular business hours.

Any cigarette tax stamps purchased at the rate of tax in force prior to April 1, 2004 but not used by the wholesale tobacco dealer may be returned to the Cook County Department of Revenue for credit or refund. If you have any questions, please call our Department at (312) 603-6733. Your cooperation is appreciated.

Sincerely,

Barbara Bruno  
Director of Revenue  
Enclosures

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**AFFIDAVIT  
WHOLESALE INVENTORY OF CIGARETTES AND CIGARETTE STAMPS ON HAND  
AT THE END OF BUSINESS ON MARCH 31, 2004**

Company Name \_\_\_\_\_  
 Street Address \_\_\_\_\_ Zip Code \_\_\_\_\_  
 City & State \_\_\_\_\_  
 Cook County Registration Number \_\_\_\_\_ Illinois Business Tax (I.B.T) Number \_\_\_\_\_

**CHECK ONE:**  
 CORPORATION  
 PARTNERSHIP  
 SOLE PROPRIETORSHIP

CIGARETTES				
SIZE	NUMBER OF STAMPED PACKAGES	NO. PER PKG.	NUMBER OF CIGARETTES	
1. Packages Containing 20 Cigarettes each		x 20		
2. Packages Containing 25 Cigarettes each		x 25		
3.a. Other Sizes		x		
b. Other Sizes		x		
<b>4. Total Cigarettes on Hand (Add Lines 1 through 3 a and b)</b>				
5. Increase in Tax Per Cigarette - \$.041			<b>\$.041</b>	
<b>6. Total Tax (Multiply Line 4 by Line 5)</b>			<b>\$</b>	
7. Less Commission (multiply Line 6 by 1%) if paid by April 15, 2004				
<b>8. Net Tax Due (Subtract Line 7 from Line 6)</b>			<b>\$</b>	
	TYPE OF STAMPS ON HAND	NO. PER PKG.	NUMBER OF STAMPS ON HAND	TAX INCREASE PER STAMP
9.a.	Cook County/Chicago	20		\$0.82
9.b.	Cook County/Chicago	25		\$1.025
9.c.	Cook County Only	20		\$0.82
9.d.	Cook County Only	25		\$1.025
9.e.	Cook County/Cicero	20		\$0.82
9.f.	Cook County/Cicero	25		\$1.025
9.g.	Cook County/Evanston	20		\$0.82
9.h.	Cook County/Evanston	25		\$1.025
<b>10. Total Tax Due (Add Lines 8 through 9.h.)</b>				
<b>11. Penalty for Late Payment (Multiply Line 10 by 10% if paid after April 15, 2004)</b>				
12. Interest for Late Payment (multiply Line 10 by 1.25% for each month or fraction of a month from due date until the tax is paid)				
<b>13. Total tax, penalty and interest due (add Lines 10 through Line 12)</b>			<b>\$</b>	

**SUMMARY OF STAMPS TO BE RETURNED – 20 CIGARETTES PER PACKAGE**

TYPE OF STAMPS	NUMBER OF STAMPS TO BE RETURNED	
	FULL ROLL (S)	PARTIAL ROLL AND LOOSE STAMPS
Cook County/Chicago		
Cook County Only		
Cook County/Cicero		

The check or money order must be made payable to the **Cook County Collector** in the amount of the total tax, penalty and interest due. The affidavit and check or money order must be filed with the Cook County Department of Revenue on or before April 15, 2004

**CERTIFICATION**

Under penalties of perjury and as otherwise provided by law, which can include fines, the undersigned certifies that the inventory set forth in this affidavit is true and accurate to the best of his or her knowledge and belief and is the result of a physical count of same.

Date \_\_\_\_\_ 2004 Signature \_\_\_\_\_

Mail to: Cook County Department of Revenue  
 P.O. Box 642447  
 Chicago, Illinois 60664-2447

STATE WHETHER INDIVIDUAL OWNER, PARTNER,  
 ATTORNEY-IN-FACT, OR GIVE TITLE IF OFFICER OF CORPORATION  
 WHITE – COOK COUNTY DEPARTMENT OF REVENUE COPY  
 YELLOW – TAXPAYER'S COPY  
 PINK COPY – AUDITOR OR AUTHORIZED REPRESENTATIVE COPY