Special Notice

CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION
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1-800-400-7115

TTY
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Important Information for California Cigarette Tax Stamp Purchasers

On May 1, 2018, the California Department of Tax and Fee Administration (CDTFA) will be shutting down its online services system due to extensive system upgrades. Online services will resume May 7, 2018. The CDTFA hopes to mitigate any potential inconvenience this may cause by giving cigarette distributors plenty of notice. The dates below should help distributors plan accordingly during this temporary outage:

- Monday, April 30, 2018 – Cigarette distributors are encouraged to review their stamp inventory to ensure they have an ample supply of stamps in their possession during the system outage and place cigarette stamp orders accordingly.
- Tuesday, May 1, 2018 – CDTFA's online stamp ordering system is scheduled to shut down at 10:00 a.m. (Pacific time). Faxed stamp purchase orders received after 10:00 a.m. (Pacific time) will be processed on May 7, 2018.
- Monday, May 7, 2018 – The online stamp ordering system will resume at 5:00 a.m. (Pacific time). Stamp purchase orders received (online or fax) before 10:00 a.m. (Pacific time) will be processed the same day.

If you have specific questions regarding cigarette tax stamp purchases, you may contact the cigarette tax stamp desk at 1-916-341-6923. Assistance is available weekdays from 8:00 a.m. to 5:00 p.m. (Pacific time), except state holidays. For information about stamp orders please see publication 63 *Cigarette Distributor Licensing and Tax Stamp Guide* on our website at *www.cdtfa.ca.gov*.

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