



SPECIAL NOTICE

CALIFORNIA DEPARTMENT
OF TAX AND FEE
ADMINISTRATION
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Sacramento, CA 95814

GAVIN NEWSOM

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Secretary
Government Operations Agency

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CDTFA WEBSITE
www.cdtfa.ca.gov

CUSTOMER SERVICE CENTER
1-800-400-7115

TTY
711

Revisions to the Tobacco Products Distributor Tax Return and Launch of New Online Filing Effective August 12, 2019

Your *Tobacco Products Distributor Tax Return* will be revised and your tobacco products distributor tax and license accounts will be included in our new online services system on August 12, 2019. To help you prepare, here are some important details about the reporting changes and filing online with the California Department of Tax and Fee Administration (CDTFA).

What to expect

CDTFA-501-CT, *Tobacco Products Distributor Tax Return*

- A new line will be added to report *Excess Tax Collected*.

CDTFA-501-CTT, *Tobacco Schedule T*

- Complete this schedule along with your return to report sales of roll-your-own tobacco from a Nonparticipating Manufacturer.

File online

Go paperless! File your return and schedule in our online services system, CDTFA's preferred filing method.

- You will be able to attach your schedule or add records individually online with your return.
- You will need to create a new login before you can file in the new system. See *How to login* on the next page.
- We will email you a courtesy reminder prior to each filing due date to the email address we have on file. See *How to prepare* on the next page.
- You will be able to file an amended return and schedule online for reporting periods after August 2019.

License renewal:

- Renew your license(s) annually by using your login for the new online services system. See *How to login* on the next page.
 - We will email a renewal reminder to the email address we have on file.

How to login

- The current *User ID, Password, and Express Login* for your tax and license accounts *will not* be moved to the new online services system.
- You will need to sign up for a new *Username and Password*. We will mail a security code to the address we have on file so you can complete the login process. Watch for our letter with information about how to sign up.

How to prepare

Please confirm or update your email and mailing address with us at STFRegUpdates@cdtfa.ca.gov or call our Customer Service Center at 1-800-400-7115 (TTY:711), then select the *Special Taxes and Fees* option and follow the prompts for either *Cigarette and Tobacco Products Taxes or Licensing*. Customer service representatives are available Monday through Friday from 8:00 a.m. to 5:00 p.m. (Pacific time), except state holidays.

Questions?

For more information on the upcoming changes to our online services, please see our FAQ page at www.cdtfa.ca.gov/services/cros.htm.