





STATE OF MAINE  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
MAINE CENTER FOR DISEASE CONTROL AND PREVENTION  
DIVISION OF ENVIRONMENTAL HEALTH  
HEALTH INSPECTION PROGRAM

**Retail Tobacco Licenses Expire Annually on MARCH 31<sup>st</sup>**. Renewals are accepted 60 days prior to **March 31<sup>st</sup>**. After April 30<sup>th</sup> a late fee of \$25.00 will be added with a potential civil violation penalty for selling without a valid license. **Annual Fees** are listed below under the **April 1 – June 30 column**. Annual Retail Tobacco License Fees are **Prorated** when obtained each quarter after June 30.

Retail Tobacco License Fees*				
	<b>April 1- June 30 (Annual Fee)</b>	<b>July 1- September 30 (Prorated Fee)</b>	<b>October 1- December 31 (Prorated Fee)</b>	<b>January 1- March 31 (Prorated Fee)</b>
Retail Tobacco I < 30% annual gross revenue from total cigarette tobacco sales	<b>\$100</b>	\$75	\$50	\$25
Retail Tobacco II > or = 30-50% of annual gross revenue from total cigarette tobacco sales	<b>\$125</b>	\$94	\$63	\$32
Retail Tobacco III > 50% of annual gross revenue from total cigarette tobacco sales	<b>\$150</b>	\$113	\$75	\$38
Seasonal Mobile Fair Tobacco Vendor License** <b>**must operate at two or more agricultural fairs held during the agricultural fair season</b>	<b>\$50 for the first fair location + \$10 for each additional fair location</b>	\$50 for the first fair location + \$10 for each additional fair location	\$50 for the first fair location + \$10 for each additional fair location	\$50 for the first fair location + \$10 for each additional fair location
Tobacco Vending Machine	<b>\$50</b>	\$38	\$25	\$25

\* FROM RULES RELATING TO THE SALE AND DELIVERY OF TOBACCO PRODUCTS IN MAINE  
10-144 CMR Chapter 203  
Section 3. A.1. Application and fees.

Please Make Check or Money Order Payable to **Treasurer, State of Maine**  
And Mail Correct Annual Fee or Prorated Fee with Completed Application to:  
Department of Health and Human Services  
Health Inspection Program,  
11 State House Station  
Augusta ME 04333-0011

## RETAIL TOBACCO SALES BRIEF COMPLIANCE TIPS

### **What is a Tobacco Product?**

A tobacco product is a product that is made from or derived from tobacco, or that contains nicotine, that is meant to be smoked, heated, chewed, absorbed, dissolved, inhaled or ingested by any other means. Tobacco products includes, but are not limited to, cigarettes, cigars, hookah, pipe tobacco, chewing tobacco, snuff, snus, electronic smoking devices, and any component or accessory used in the consumption of a tobacco product, such as filters, rolling papers, pipes and liquids used in electronic smoking devices, whether or not they contain nicotine. Matches and lighters are not considered tobacco products.

### **A retail tobacco sales license required**

A person or entity must obtain a retail tobacco license in order to sell or give away tobacco products including cigarettes, cigars, hookah, pipe tobacco, chewing tobacco, snuff, snus, electronic smoking devices and any components or accessories used in the consumption of tobacco products, such as filters, rolling papers, pipes and liquids used in electronic smoking devices, whether or not they contain nicotine. Any and all sales of tobacco products by a retailer without a retail tobacco license may result in criminal charges, imprisonment, and fines in excess of \$1,000 per violation.

Licenses are issued by the Health Inspection Program at the Maine Department of Health and Human Services. Licenses are due annually by April 1<sup>st</sup>. Licenses may be renewed **60 days prior to expiration of March 31<sup>st</sup>**.

### **Tobacco 21**

A person may not sell, furnish, give away or offer to sell, furnish or give away a tobacco product to any person who is younger than 21 years old. Tobacco products may not be sold to any person under 30 years old unless the seller first verifies that person's age by means of reliable photographic identification containing the person's date of birth.

A notice must be posted by the tobacco retailer explaining that sales of tobacco products to people who are younger than 21 years old are prohibited. Notices must be displayed clearly in the retail store.

Free Signage available: <https://www.maine preventionstore.com>

### **Display of Tobacco Products for sale**

Tobacco products must be displayed or offered for sale in a manner that does not allow the customer direct access to the tobacco products. Tobacco Products must be placed behind the sale counter or in a locked display case, where only the age appropriate sale clerk can obtain the tobacco product.

### **No Online Sales, face-to-face transactions only**

Tobacco products may only be **sold in a direct, face-to-face exchange in which the customer may be clearly identified**. It is illegal to sell or deliver tobacco products to Maine consumers online or over the phone. For direct, face-to-face sales, employees who sell tobacco products must be at least 17 years of age. An employee who is 17 years of age or older and under 21 years of age may sell tobacco products only in the presence of an employee who is 21 years of age or older and is in a supervisory capacity.