

A temporary restraining order applies to the increased application fees under the 2009 State budget amendments for the registration of cigarette retail dealers and vending machine operators selling cigarettes and tobacco products. As a result, for the year beginning January 1, 2011, you must:

- Register using Form DTF-716, *Application for Registration of Retail Dealers and Vending Machines for Sales of Cigarettes and Tobacco Products*, including their total gross sales **or** renew using Form DTF-719-MN, *Renewal Application for Registration of Retail Dealers and Vending Machines for Sales of Cigarettes and Tobacco Products*, including their total gross sales
- Pay a \$100 registration application fee for each retail location and vending machine. However, you can **voluntarily** pay the registration fee based on the new fee structure. See the application form for more information.

The Department will issue 2011 registration certificates. Registration certificates issued for the 2009 calendar year will no longer be valid.

If the court upholds the new registration application fees and you paid only the \$100 fee, you must calculate the additional amount using the new fee structure, with a credit for the \$100 already paid, and pay the additional amount owed. The Department will provide you with information on how the additional amount owed should be paid.

**Application for Registration of Retail Dealers and Vending Machines for Sales of Cigarettes and Tobacco Products****DTF-716**  
(6/10)**C11****Note:** To receive your certificate(s) faster, apply online at [www.nys-permits.org](http://www.nys-permits.org). For more information, see Form DTF-716-I, *Instructions for Form DTF-716*.**Use this form to register for all or any portion of the period from January 1, 2011, through December 31, 2011.**

<b>Print or type</b>	Legal name of business	Date
	DBA/trade name	Sales tax vendor identification number
	Mailing address: c/o (name)	Business telephone number ( )
	Number and street	
	City, state, ZIP code	

**See instructions before completing this form.**

You must be registered for New York State sales tax if you are selling cigarettes or tobacco products at retail.

Mark an **X** in the box that applies: ☐ Registered sales tax vendor ☐ Form DTF-17, *Application to Register for a Sales Tax Certificate of Authority* (enclosed or OPAL ID \_\_\_\_\_)

Mark an **X** in the box that applies: ☐ New applicant ☐ Registering additional locations or vending machines

Mark an **X** in the box(es) that describes how the cigarettes or tobacco products are sold at retail:

☐ Retail locations ☐ Merchandising devices ☐ Cart(s) ☐ Truck(s)  
☐ Vending machines *(mark as applicable):* ☐ Stand(s) ☐ Other *(describe)* \_\_\_\_\_

**1.** Date you began or will begin business in New York State: **2.** Date you began or will begin selling cigarettes or other tobacco products at retail or through vending machines in New York State:

**3.** Type of organization (mark an **X** in the box that applies): ☐ Individual ☐ Trust ☐ Partnership  
☐ Corporation ☐ Governmental ☐ Exempt organization ☐ Other *(specify)*: \_\_\_\_\_

Certificates of registration for business location				
Fee scale: Gross sales for business location for period 1/1/09 - 12/31/09	A Number of certificates	B Cost of Each	C Amount due (A × B)	D Code
4. \$0 - \$999,999.99 (from Part A, column B) .....		\$1,000	\$	7011
5. \$1,000,000 - \$9,999,999.99 (from Part A, column C) .....		\$2,500	\$	7025
6. \$10,000,000 and over (from Part A, column D) .....		\$5,000	\$	7021
7. Certificate of registration totals (add lines 1, 2, and 3, columns A and C) .....			\$	

Vending machine registration certificates					
Fee scale: Gross sales for vending machine for period 1/1/09 - 12/31/09	A Number of certificates	B Cost of Each	C Amount due (A × B)	D Code	
8. \$0 - \$99,999.99 (from Part B, column B) .....		\$ 250	\$		7035
9. \$100,000 - \$999,999.99 (from Part B, column C) .....		\$ 625	\$		7031
10. \$1,000,000 and over (from Part B, column D) .....		\$1,250	\$		7045
11. Vending machine totals (add lines 8, 9, and 10, columns A and C) .....			\$		
12. Total amount due (add lines 7 and 11) .....			\$		

- Attach check or money order for the amount on line 12, payable to **New York State Sales Tax**.
- Write your sales tax vendor identification number, **DTF-716**, and the year for which you are registering on the front of your check or money order.
- Mail your application and remittance to: **NYS TAX DEPARTMENT  
PO BOX 15175  
ALBANY NY 12212-5175**

**Do not mail this application in the envelope with your sales tax return.**

Signature of applicant	Telephone number ( )	<b>For office use only</b>
Title	Date	

**Part A — Certificates of registration for retail operations**

In column A, list the business name and address for each of your business locations registered for sales tax through which you are or will be making retail sales of cigarettes or tobacco products. For business name, enter trade name, DBA (doing business as) name, or assumed name if different from your legal name. For each location, mark an **X** in column B, C, or D to indicate the applicable gross sales for that location. Attach additional sheets if needed.

<b>A</b> Business name and address	Fee scale: Gross sales for business location for period 1/1/09 - 12/31/09		
	<b>B</b> \$0 - \$999,999.99 (\$1,000 per certificate)	<b>C</b> \$1,000,000 - \$9,999,999.99 (\$2,500 per certificate)	<b>D</b> \$10,000,000 and over (\$5,000 per certificate)
1. _____ _____			
2. _____ _____			
3. _____ _____			
4. _____ _____			
5. _____ _____			
Totals from additional sheet(s) (if attached) .....			
<b>Column totals</b> (add number of <b>Xs</b> to totals from additional sheet(s) in each column and enter result here and on front page, lines 4, 5, and 6, as applicable) .....			

**Part B — Vending machine registration certificates**

In column A, enter the business name and address where each of your vending machines is located. For each vending machine, mark an **X** in column B, C, or D to indicate the applicable gross sales for that vending machine. Attach additional sheets if needed.

<b>A</b> Business name and address (report each machine separately, even if same location)	Fee scale: Gross sales for vending machine for period 1/1/09 - 12/31/09		
	<b>B</b> \$0 - \$99,999.99 (\$250 per certificate)	<b>C</b> \$100,000 - \$999,999.99 (\$625 per certificate)	<b>D</b> \$1,000,000 and over (\$1,250 per certificate)
1. _____ _____			
2. _____ _____			
3. _____ _____			
4. _____ _____			
5. _____ _____			
Totals from additional sheet(s) (if attached) .....			
<b>Column totals</b> (add number of <b>Xs</b> to totals from additional sheet(s) in each column and enter result here and on front page, lines 8, 9, and 10, as applicable) .....			

**Note:** Vending machine registration certificates and certificates of registration for 2011 will not be issued before December 1, 2010.