



# APPLICATION FOR PERMIT FOR TRANSPORTATION OF UNTAXED TOBACCO PRODUCTS

DEPARTMENT USE ONLY
Date received

Per ORS 323.570, transportation of untaxed tobacco products in Oregon requires a valid permit approved by the Oregon Department of Revenue. Your completed permit application must be received and approved **before** transportation occurs.

## INSTRUCTIONS:

- The permit application must be filed 24 hours or one business day in advance.
- Please use blue or black ink when filling out the application.
- You can submit permit applications for approval by mail. Allow three days for processing permit applications received by mail.
  - Mail to the address below.
- The approved permit for shipment **must** be carried in the transporting vehicle.
- After your application is approved, a permit number is issued and your valid permit is returned to you (by mail or fax as you indicate below).

<input type="checkbox"/> Return by mail: _____ _____ _____	<input type="checkbox"/> Return by fax: ( _____ ) _____ Fax number
_____ Address	

## PERMIT AUTHORIZATION

Permit number \_\_\_\_\_

☐ Approved ☐ Denied

By: \_\_\_\_\_  
Department representative

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## MUST BE COMPLETED BY APPLICANT

Date of application		Applicant's telephone ( _____ )	
Applicant's name			
Address			
City		State	ZIP code
Maximum number of loads or shipments			
Method of transportation			
Location of records			
Contact person		Telephone ( _____ )	
Your name (please print)		Your title (please print)	
Signature  X			

Permit time period:

☐ Single shipment

☐ Multiple shipments

☐ Weekly (indicate the weekly dates)  
\_\_\_\_\_

☐ Monthly (indicate months)  
\_\_\_\_\_

☐ Yearly (indicate year)  
\_\_\_\_\_

Beginning: \_\_\_\_\_

Ending: \_\_\_\_\_

You are required to carry certain documents during transportation of tobacco products. See ORS 323.570 for the law on transporting untaxed tobacco products. For more information, call the Oregon Department of Revenue, 503-947-2560.

Mail to: **Oregon Department of Revenue**  
**Tobacco Compliance Unit**  
**PO Box 14630**  
**Salem OR 97309-0471**