



**State of Arkansas
Department of Finance
And Administration**

DFA - ARKANSAS TOBACCO CONTROL

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Product Transfer Form

This form allows retailers to transfer tobacco or vapor products from one store to another within their business. A copy of this transfer form should be kept on file at the originating tobacco location with the original invoices that show the product was legally purchased at that location and then transferred out to another location. In addition, the transfer form must be kept on file at the new sales location along with copies of the invoices from the original store to verify that the product was purchased and transferred legally to the store. You must maintain your invoices and transfer forms on file for at least 3 years in both locations.

Business Name: _____

Owner Name: _____ Date of Transfer: _____

Originating store location information: (where the tobacco came from)

Store Name: _____ Permit #: _____

Store Address: _____

Transfer store location information: (where the tobacco is going to be sold)

Store Name: _____ Permit #: _____

Store Address: _____

Product to be transferred

Example

1	Marlboro Red 100s	Cigarettes	5 cartons & 28 packs or 78 packs
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**Please be specific and detailed when recording amount of product transferring.

	Description	Type	Amount being transferred **
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	Description	Type	Amount being transferred **
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