

**MARYLAND OTHER TOBACCO
PRODUCTS (OTP) STORAGE
WAREHOUSE REPORT**

Corporate Name	Location line 1	Report Period (Month & Year)
	Location line 2	OTP License # SW-

This report is a complete and accurate record of all OTP received and delivered in Maryland for the entire report month and is supported by the necessary schedules.

		A RYO Tobacco	B Cigars	C Pipe Tobacco	D Chewing Tobacco	E Snuff	F Other	G TOTAL
1	Total cases on hand first of month							
2	Total cases received during month							
3	Total Line 1 + 2							
4	Total cases on hand end of month							
5	Disposed of or shipped during month							
6	Unaccountable Difference							
7	Total Line 4 + 5 + 6 (Must equal Line 3)							

Affidavit

I certify that this report, together with attached schedules, has been examined by me and is, to the best of my knowledge and belief, a true and complete report for the month stated.

Print name

Title (Owner, Partner or Officer)

Signature

Date

FORM **MARYLAND OTHER TOBACCO
PRODUCTS (OTP) STORAGE
WAREHOUSE REPORT
INSTRUCTIONS**

Who must file this report?

1. A person who operates a storage facility in Maryland for the purpose of storing untaxed OTP on behalf of an OTP manufacturer.
2. A licensed OTP wholesaler who operates a storage facility in Maryland for the purpose of storing OTP on which the tobacco tax has been paid to Maryland or to another state.
3. An OTP manufacturer or licensed Maryland OTP manufacturer who stores untaxed OTP for subsequent shipment to a licensed OTP wholesaler, federal reservation, or person out of state.

General Instructions

1. Report must be signed by the owner, partner, officer of the corporation, or agent who has signing authority binding the owner, partner or officer of the corporation.
2. A completed report must be received by the Revenue Administration Division no later than the 15th day of the month following the month in which:
(a) untaxed OTP was stored on behalf of an OTP manufacturer; (b) untaxed OTP was stored by an OTP manufacturer; or (c) tax-paid OTP was stored by a licensed wholesaler.
3. A report must be filed even if you had no activity in the report month.
4. Do not report product held in United States Customs bond. However, product removed from the bonded portion of your warehouse to the general warehouse must be reported as an acquisition on the OTP Acquisitions Schedule.
5. Quantities stored should be reported by the number of cases.
Enter your corporate name, location, report period, and OTP license number (if located in Maryland) on the lines provided. **In lieu of using the form to report storage of OTP, a hard-copy report with the same information on this OTP Storage Warehouse Report may be submitted.**

Instructions for completion:

This is the summary report of your activities. The number of cases on Line 1 (on-hand first of month) must agree with Line 4 (on-hand at end of month) of the prior month's report. The number of cases on Line 2 must equal all transactions reported on the Acquisitions Schedule. The number of cases on Line 5 must equal all transactions reported on the Dispositions Schedule.

Line Column

- | | | |
|-----|-----|-------------------------------------------------------------------------------------------------------|
| 1 | A-F | Enter the number of cases of each product type of OTP on hand on the first day of the report month. |
| 2 | A-F | Enter the number of cases of each product type of OTP received during the report month. |
| 3 | A-F | Enter the number of cases of Line 1 + Line 2. |
| 4 | A-F | Enter the number of cases of each product type of OTP on hand at the end of the report month. |
| 5 | A-F | Enter the number of cases of each product type of OTP disposed of or shipped during the report month. |
| 6 | A-F | Enter the unaccountable difference (Line 4 minus Line 5). |
| 7 | A-F | Enter the total of Line 4 + Line 5 + Line 6. This amount must equal Line 3. |
| 1-7 | G | Enter the total of Lines 1 - 7. |

For more information:

Comptroller of Maryland
Revenue Administration Division
P.O. Box 2999
Annapolis, MD 21404-2999
www.marylandtaxes.com
Telephone: 410-260-7980, 800-638-2937
Fax: 410-260-7924