

CITY OF STAUNTON
COMMISSIONER OF THE REVENUE
116 W. Beverley Street
P.O. Box 4
Staunton, VA 24402-0004
Phone: (540) 332-3829
Fax: (540) 851-4022

CIGARETTE TAX STAMPS ORDER FORM

Applicant:
Mailing Address:
City, State, Zip:
FEIN:
Cigarette Tax License #:
Contact Name:
Phone:
E-mail:
Signature:

The applicant applies to the City of Staunton, Virginia, Commissioner of the Revenue, for the purchase of Cigarette Tax Stamps, in the following amount:

Reflects \$0.40 tax. 15,000 stamps x \$0.40 = \$6,000.00

	Quantity	Unit Tax Value	Tax Value
Number of Rolls (15,000 stamps per roll)		\$6,000.00	
Total Tax Value This Order			\$
Less 5% Discount			(\$)
Net Charge			\$
Less Credit Due for Refund of Stamps			(\$)
Payment by Check or Money Order			\$

Payment Made Payable to:

City of Staunton
P.O. Box 4
Staunton, VA 24401

SHIPPING INSTRUCTIONS		
Comments:		
Courier Name:		
Account #:	Phone #:	
Signature:		Date:

CITY OF STAUNTON COMMISSIONER OF THE REVENUE OFFICE USE ONLY	
Beginning Serial #:	Ending Serial #:
Date Payment Received:	Amount Received:
Date Distributed/Mailed:	Check/MO #:
Commissioner of the Revenue or Deputy Signature:	