



MISSOURI DEPARTMENT OF
REVENUE
 Cigarette Decal Purchase Order Form

DOR Use Only	Document Locator Number	Invoice Date (MM/DD/YYYY) ____/____/____	Payment Due on Credit Purchases \$
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Wholesaler Information	Name		License Number	
	Address		City	State ZIP Code
	E-mail Address	Telephone Number (____)____-____	Fax Number (____)____-____	

Shipping and Payment Information	Shipping Method: (Wholesaler must pay.) <input type="checkbox"/> UPS <input type="checkbox"/> UPS Next Day Air <input type="checkbox"/> Federal Express <input type="checkbox"/> Priority Overnight <input type="checkbox"/> Standard Overnight ... <input type="checkbox"/> Pick-up <input type="checkbox"/> Other (Shipper not listed above.) Name _____	Please Provide Account Number: _____	Payment Terms For Decals <input type="checkbox"/> Cash <input type="checkbox"/> Credit <input type="checkbox"/> On-Line
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Decal Description	Missouri State Cost Less Applicable Discount*	Jackson County Cost Less Applicable Discount*	St. Louis County Cost (No Discount Allowed)	Number of Rolls Ordered (Must be Full Rolls)	State Cost for Decals (Column A Times Number of Rolls in Column D)	Jackson County Cost for Decals (Column B Times Number of Rolls in Column D)	St. Louis County Cost for Decals (Column C Times Number of Rolls in Column D)
20 Packs Of Cigarettes	Column A	Column B	Column C	Column D	Column E	Column F	Column G
State Stamp — 4,000	\$ 659.60				\$		
State Stamp — 30,000	\$4,947.00				\$		
State/Jackson County Stamp — 4,000	\$ 659.60	\$ 196.00			\$	\$	
State/Jackson County Stamp — 30,000	\$4,947.00	\$1,470.00			\$	\$	
State/St. Louis County Stamp — 4,000	\$ 659.60		\$ 200.00		\$		\$
State/St. Louis County Stamp — 30,000	\$4,947.00		\$1,500.00		\$		\$
25 Packs Of Cigarettes	Column A	Column B	Column C	Column D	Column E	Column F	Column G
State Stamp — 4,000	\$ 824.50				\$		
State/Jackson County Stamp — 4,000	\$ 824.50	\$ 245.00			\$	\$	
State/St. Louis County Stamp — 4,000	\$ 824.50		\$ 250.00		\$		\$

Column Totals ➔		\$	\$	\$
1. Subtotal Due Jackson County (Column F)	\$	7. Subtotal Due State (Column E)	\$	
2. Less Credit Affidavits (From Back of Form)	\$	8. Less Credit Affidavits (From Back of Form)	\$	
3. Total Due Jackson County	\$	9. Total Due State	\$	
4. Subtotal Due St. Louis County (Column G)	\$	10. Less Payment Received With Purchase Order	\$	
5. Less Credit Affidavits (From Back of Form)	\$	Total Amount Due On State Decals**		
6. Total Due St. Louis County	\$	(Total From Line 9 Minus Line 10)		\$
Total Amount Due On County Decals **		(Credit Purchases Must Be Paid By 15th of Next Month)		
(Total of Lines 3 And 6 — Must be Paid at Time of Purchase)				\$
County Check Number _____		State Check Number _____		

*If Discount Is Disallowed, Cost Will Be Adjusted By Adding 3% To State Cost And 2% To Jackson County Cost
 **Separate Checks Must Be Submitted For State And County. If you pay by check, you authorize the Department of Revenue to process the check electronically. Any check returned unpaid may be presented again electronically.

Signature	Under penalties of perjury, I declare that the above information and any attached supplement is true, complete, and correct.	
	Signature of Person Completing Decal Order Form	Title
	Printed Name	Date (MM/DD/YYYY) ____/____/____

List information below for manufacturer return affidavits. Attach original affidavits to order form to receive credit.

Information on Packages of 20 Cigarettes			
State Decals	Enter Number of Packages	State Cost (Less 3% Discount)	Total Credit Allowed For State Decal
		Total Number of Packages Times \$0.1649 =	\$ (Enter on Line 1 Below)
Jackson County	Enter Number of Packages	Jackson County Cost (Less 2% Discount)	Total Credit Allowed For Jackson County
		Total Number of Packages Times \$0.049 =	\$ (Enter on Line 3 Below)
St. Louis County	Enter Number of Packages	St. Louis County Cost (No Discount Allowed)	Total Credit Allowed For St. Louis County
		Total Number of Packages Times \$0.05 =	\$ (Enter on Line 5 Below)
Information on Packages of 25 Cigarettes			
State Decals	Enter Number of Packages	State Cost (Less 3% Discount)	Total Credit Allowed For State Decals
		Total Number of Packages Times \$0.206125 =	\$ (Enter on Line 2 Below)
Jackson County	Enter Number of Packages	Jackson County Cost (Less 2% Discount)	Total Credit Allowed For Jackson County
		Total Number of Packages Times \$0.06125 =	\$ (Enter on Line 4 Below)
St. Louis County	Enter Number of Packages	St. Louis County Cost (No Discount Allowed)	Total Credit Allowed For St. Louis County
		Total Number of Packages Times \$0.0625 =	\$ (Enter on Line 6 Below)
1. State Total For 20S	\$ _____	5. St. Louis County Total For 20S	\$ _____
2. State Total For 25S	\$ _____	6. St. Louis County Total For 25S	\$ _____
Total State Credit Allowed	\$ _____ (Enter on Page 1, Line 8)	Total St. Louis County Credit Allowed	\$ _____ (Enter on Page 1, Line 5)
3. Jackson County Total For 20S	\$ _____		
4. Jackson County Total For 25S	\$ _____		
Total Jackson County Credit Allowed	\$ _____ (Enter on Page 1, Line 2)		

20 Cigarettes				
Type Ordered	Cigarette Decals Ordered	Beginning Serial Number	Ending Serial Number	Total Number of Decals Shipped
.17 Decals	Rolls X 4,000			
	Rolls X 30,000			
.22 State/ Jackson County	Rolls X 4,000			
	Rolls X 30,000			
.22 State/ St. Louis County	Rolls X 4,000			
	Rolls X 30,000			
25 Cigarettes				
Type Ordered	Cigarette Decals Ordered	Beginning Serial Number	Ending Serial Number	Total Number of Decals Shipped
.2125 Decals	Rolls X 4,000			
.275 State/ Jackson County	Rolls X 4,000			
.275 State/ St. Louis County	Rolls X 4,000			
Shipping Clerk		Date Shipped (MM/DD/YYYY)	Tracking Number	
Signature Of Person Picking Decals Up At Record Center		Printed Name	Date Picked Up (MM/DD/YYYY)	

Form 4405 (Revised 07-2020)

Mail To: Taxation Division
P.O. Box 811
Jefferson City, MO 65105-0811

Phone: (573) 751-7163
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Visit <http://dor.mo.gov/business/tobacco/>
for additional information.

