



City of Long Beach Department of Health and Human Services  
 Bureau of Environmental Health  
**TOBACCO RETAIL ENFORCEMENT PROGRAM**  
 2525 Grand Avenue, Room 220, Long Beach, CA 90815  
 Phone: (562) 570-7905 Fax: (562) 570-4038

## SPECIAL EVENT TOBACCO RETAIL PERMIT APPLICATION

**\*Applications must be received no later than two weeks prior to the start of the event.**

### SPECIAL EVENT

Date of Application: \_\_\_\_\_ Date of Event: \_\_\_\_\_  
 Event: \_\_\_\_\_  
Name of Event  
 Time: \_\_\_\_\_ Number of Days: \_\_\_\_\_  
 Location of Event: \_\_\_\_\_  
 Event Organizer/Promoter: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

### SPECIAL EVENT TOBACCO RETAILER

Name of Stand/Booth: \_\_\_\_\_ Location of Stand/Booth: \_\_\_\_\_  
 Facility Operator Name: \_\_\_\_\_ Driver's Lic. #: \_\_\_\_\_  
Please Print  
 Mailing Address: \_\_\_\_\_  
Street City State Zip  
 Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

California State Board Cigarette & Tobacco License # \_\_\_\_\_

\*Effective January 1, 2017, retailing of any electronic smoking vaping device that delivers nicotine or other vaporized liquids will be required to obtain a California State Board Cigarette & Tobacco License

Please indicate the type of tobacco products/paraphernalia being sold for this event:

Cigarettes  Cigars  Little Cigars  Smokeless Tobacco  Hookah  E-Cigarettes/Vapor Products

### SPECIAL EVENT TOBACCO RETAIL PERMIT FEES

- \$92.00** **Special Event Tobacco Retail Permit**  
Permit will be valid for the duration of this event only. Separate permits must be obtained for each booth.
- \$41.00** **Late Submittal Penalty**  
If less than 7 calendar days prior to event, add per booth.
- \$26.00** **Field Licensing Charge**  
Field Licensing fee and late submittal will be charged if Special Event Tobacco Retail Permit is not obtained prior to event.

**TOTAL AMOUNT: \$** \_\_\_\_\_

I have read understand the requirements as noted on the TREP Special Event Permit Guidelines. I understand that it is my responsibility to meet all the applicable requirements. Failure to meet these requirements can result in suspension of the permit, a penalty, or an Administrative Hearing.

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Date**

**Office Use Only**

APPROVED PERMIT # \_\_\_\_\_ DATE: \_\_\_\_\_  
 DENIED MAILED: \_\_\_\_\_ APPROVED BY: \_\_\_\_\_