



NORTHERN VIRGINIA CIGARETTE TAX BOARD

Collecting and enforcing cigarette taxes for Northern Virginia – Counties of Arlington, Fairfax, Fauquier, Loudoun, Prince William, Spotsylvania, Stafford, Warren, Cities of Alexandria, Fairfax, Falls Church, Fredericksburg, Manassas, Manassas Park, and the towns of Clifton, Dumfries, Haymarket, Herndon, Hillsboro, Leesburg, Lovettsville, Middleburg, Occoquan, Purcellville, Remington, Round Hill, Vienna, and Warrenton.

IMPORTANT NOTICE

Warren County will be implementing a local cigarette tax at the rate of \$0.40 per cigarette pack effective July 1, 2026.

Code of Virginia §58.1-3830.D requires that you complete a report listing the count of your unsold inventory as of the end of the day Tuesday, June 30, 2026.

The form below must be submitted to our office by **December 31, 2026**, and payment must be submitted by **June 30, 2027**. **A 2% discount on the tax due is allowed if form with payment is received by July 15, 2026**. If the report is not received by December 31, 2026, the NVCTB will process a statutory assessment of the tax required and issue a notice of such assessment with a demand for immediate payment of the tax including penalties and interest.

Mail completed form & payment to:

Northern Virginia Cigarette Tax Board
14150 Newbrook Drive, Suite 210
Chantilly, VA 20151

Or email form to info@nvctb.org. Make checks payable to: Northern Virginia Cigarette Tax Board.

NORTHERN VIRGINIA CIGARETTE TAX BOARD

14150 Newbrook Drive
Suite 210
Chantilly, VA 20151
Phone: 703-802-0373
TTY: 711; Fax: 703-802-0375
<https://nvctb.org>

Retailer Name:

Address:

Phone Number

Email Address:

UNSOLD CIGARETTE INVENTORY ON HAND

AS OF COB: Tuesday, June 30, 2026

CURRENT UNSOLD INVENTORY

# of Cigarette Packs On Hand	<input type="text"/>	(A)
Current Tax Rate	\$0.40	(B)
Total Tax Owed (multiply A and B)	<input type="text"/>	(C)
2% Discount (multiply C by 0.02) *	<input type="text"/>	(D)

*Discount applies only if paid by July 15

TOTAL TAX AMOUNT DUE

Subtract C and D

Please make check payable to: Northern Virginia Cigarette Tax Board

By signing below, I certify that the information provided in this document is true, accurate and complete. I understand that this completed form must be submitted to the NVCTB by December 31, 2026 and payment by June 30, 2027, **but a 2% discount is allowed if paid by July 15, 2026.**

Signature of Preparer

Date