



Lara M. S. Overy  
Commissioner

**COMMISSIONER OF THE REVENUE**  
P.O. Box 245, Williamsburg, Virginia 23187  
Phone (757) 220-6150  
www.williamsburgva.gov



## ORDER FORM CIGARETTE TAX STAMPS

BUSINESS NAME:		
MAILING ADDRESS:		
CITY:	STATE:	ZIP:
CONTACT PERSON:	PHONE NUMBER:	EMAIL:
FED TAX ID #:	ACCOUNT #:	

THE ABOVE-NAMED APPLICANT HEREBY APPLIES TO LARA M. S. OVERY, COMMISSIONER OF THE REVENUE FOR THE FOLLOWING NUMBER OF ROLLS OF CIGARETTE TAX STAMPS:

QUANTITY	STAMPS	ROLL TAX VALUE	TAX VALUE
	ROLL (15,000 stamps @ \$0.30 each)	\$4500.00	
		Less 4% discount	
		<b>TOTAL TAX DUE</b>	

SHIPPING INSTRUCTIONS	
COURIER NAME: <p style="text-align: center;">FEDEX</p>	ACCOUNT #:
EXPRESS PACKAGE SERVICE: <div style="display: flex; justify-content: space-around;"> <span>FEDEX FIRST OVERNIGHT</span> <span>FEDEX PRIORITY OVERNIGHT</span> <span>FEDEX STANDARD OVERNIGHT</span> </div>	
SHIPPING INSURANCE REQUIRED? <p style="text-align: center;">YES /      NO</p>	SHIPPING INSURANCE AMOUNT:
AUTHORIZED SIGNATURE:	

OFFICE USE ONLY	
DATE ORDER RECEIVED:	DATE STAMPS MAILED:
SERIAL/BOX NUMBER:	AMOUNT PAID:
SHIPPING/TRACKING #:	