



County of San Diego

Compliance Visit Checklist - Tobacco Retail Licensing Program

Store Name/DBA:	
Store Address:	
Type of Visit (check): <input type="checkbox"/> Annual <input type="checkbox"/> Follow-up <input type="checkbox"/> New Retailer <input type="checkbox"/> Other:	
Date:	Time:

COMPLIANCE OBSERVATIONS			
IN=In compliance; COS=Corrected Onsite; N/O=Not Observed; OUT=Out of compliance			
License Requirements			
SDCC § 21.2603 (a). TOBACCO RETAILER'S LICENSE REQUIRED. (Is selling tobacco products without a County TRL.)	IN	COS	OUT
SDCC § 21.2603 (c). LAWFUL BUSINESS OPERATION (State TRL not displayed.)	IN	COS	OUT
SDCC § 21.2603 (d). DISPLAY OF LICENSE. (County TRL not displayed.)	IN	COS	OUT
Operating Requirements			
SDCC § 21.2606 (a). PHARMACIES (Location with an onsite pharmacy cannot be licensed.)	IN	COS	OUT
SDCC § 21.2603 (c). LAWFUL BUSINESS OPERATION (STAKE Act Sign not posted.)	IN	COS	OUT
SDCC § 21.2603 (e). MINIMUM LEGAL AGE OF SALE (Underage sale took place.)	IN	N/O	OUT
SDCC § 21.2603 (f). POSITIVE IDENTIFICATION REQUIRED (Did not ask for ID from a person under the age of 30.)	IN	N/O	OUT
SDCC § 21.2603 (g). SELF-SERVICE DISPLAYS PROHIBITED (All items specifically related to tobacco use, including countertop and walk-in cigar humidors, tobacco rolling papers, and hookah pipes, must be kept in a locked area or behind the counter.)	IN	COS	OUT
SDCC § 21.2603 (i). MINIMUM CLERK AGE (Employees under 18 years of age cannot handle or sell tobacco products unless under the continuous supervision of a person 21 years of age or older.)	IN	COS	OUT
SDCC § 21.2604 SALE OF FLAVORED TOBACCO PRODUCTS PROHIBITED (Advertisements or signage promoting flavored tobacco products cannot be displayed. Exempts premium cigars costing \$12 or more before sales tax and flavored loose leaf tobacco pipe tobacco. Flavored shisha tobacco can be sold only by hookah tobacco retailers that do not permit any person under 21 years of age to be present or enter the premises at any time.)	IN	COS	OUT
SDCC § 21.2605 (a). PACKAGING AND LABELING (Tobacco products must be sold in original manufacturer's packaging intended for sale to consumers and conforms to all applicable federal labeling requirements.)	IN	COS	OUT
SDCC § 21.2605 (c). PROHIBITION OF TOBACCO COUPON REDEMPTION AND DISCOUNTS. (Prohibits honoring or redeeming coupons, multi-package discounts, rewards programs, free or discounted items for purchasing tobacco products, and "Happy Hour" specials.)	IN	COS	OUT
SDCC § 21.2605 (b). DISPLAY OF PRICE (Prices of all tobacco products are clearly and conspicuously displayed. Consumers should be able to see the price when standing at the counter where they request product from clerk.)	IN	COS	OUT
SDCC § 21.2605 (d). MINIMUM PACKAGE SIZE CIGARS AND LITTLE CIGARS (Cigars must be	IN	COS	OUT

<i>sold in a package of at least six cigars, unless the cigar costs at least \$10.00, including sales tax. Little cigars must be sold in a package of at least 20 little cigars.)</i>			
SDCC § 21.2605 (e). MINIMUM PRICES FOR CIGARETTES, CIGARS, LITTLE CIGARS AND ELECTRONIC SMOKING DEVICES. <i>(All prices include sales tax except premium cigars. Cigarettes must cost \$10 per pack of 20. Little cigars/cigarillos must cost \$10 per pack of 20. Cigars sold individually must cost \$10 each. Cigars not sold individually must be sold in packs of at least six and cost at least \$5 per cigar. Premium cigars with flavors must cost \$12 each, before tax. Vapes and e-liquids: vapes without e-liquid must cost \$20, e-liquids sold without vape must cost \$10 per unit, disposable vapes with e-liquid most cost \$30, vapes sold with extra e-liquid must cost \$20 for device, plus \$10 per unit of e-liquid.)</i>	IN	COS	OUT
Private Smokers' Lounges and Retail or Wholesale Tobacco Shops			
SDCC § 21.2603 (c). LAWFUL BUSINESS OPERATION <i>(Allowing smoking indoors in violation of California Labor Code 6404.5)</i>	IN	COS	OUT
SDCC § 21.2603 (c). LAWFUL BUSINESS OPERATION <i>(Adult-only facility does not check ID before allowing entrance)</i>	IN	N/O	OUT
Other Violations			
	IN	COS	OUT
	IN	COS	OUT

Were photos taken and submitted to document violations?

Yes.

No. Photos not available because: _____

Not applicable, no violations noted.

Follow-up (Check all that apply.)

CEO issued onsite Compliance Notice

CEO requests issuance of Administrative Citation

Follow-up compliance check needed within ___ days

Respond to retailer request: _____

Referral to Sheriff's Department for: _____

Referral to CDTFA for: _____

Other: _____

No follow-up needed; no violations noted

Comments:

Code Enforcement Officer:
