



## *Schedule CD Instructions*

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### **General Information**

You must complete a separate schedule for each state to which you shipped or sold cigarettes.

You must file two copies of this schedule.

### **Specific Instructions**

Column 1 - Write the date you shipped cigarettes out-of-state.

Column 2 - Indicate how the cigarettes were shipped: DT, distributor truck; CC, common carrier; PP, parcel post; CT, customer truck

Column 3 - Write the invoice number of the products you shipped into another state.

Column 4 - Write the name, address, and city of the company or person to whom you shipped or sold cigarettes.

Column 5 - Write the number of packages containing 20 cigarettes that you shipped or sold.

Column 6 - Write the number of packages containing 25 cigarettes that you shipped or sold.

Column 7 - Write the number of packages containing cigarettes in quantities other than 20 or 25 that you shipped or sold.

Column 8 - Write the total number of cigarette sticks per invoice.

Column 9 - Indicate whether or not tax was paid on the cigarettes that you shipped or transferred.

**Privacy Act Notification.** In compliance with the Privacy Act of 1974, disclosure of a social security number or Federal Employer Identification Number (FEIN) on this form is required under N.D.C.C. § 57-36-18, and will be used for tax reporting, identification, and administration of North Dakota tax laws. Disclosure is mandatory. Failure to provide the social security number or FEIN may delay or prevent the processing of this form.

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Sales and Special Taxes Division - 600 E. Boulevard Ave., Dept. 127 - Bismarck, ND 58505-0599

Phone 701.328.3343

Hearing/speech impaired TTY users may call us through Relay North Dakota at 1.800.366.6888

Website: [www.nd.gov/tax](http://www.nd.gov/tax)