

---

**IDAHO STATUTE  
39-5701 to 39-5718**

**AND**

**STATE OF IDAHO  
ADMINISTRATIVE CODE  
16.06.14**

---

**TITLE 39  
HEALTH AND SAFETY  
CHAPTER 57**

---

PREVENTION OF MINORS' ACCESS TO TOBACCO

# TABLE OF CONTENTS

---

## Idaho Statue 39-5701 to 39-5718.

39-5701	LEGISLATIVE FINDINGS AND INTENT
39-5702	DEFINITIONS
39-5703	POSSESSION, DISTRIBUTION OR USE BY A MINOR
39-5704	PERMITTING OF TOBACCO PRODUCT RETAILERS
39-5705	SALE OR DISTRIBUTION OF TOBACCO PRODUCTS TO A MINOR
39-5706	VENDOR ASSISTED SALES
39-5707	OPENED PACKAGES AND SAMPLES
39-5708	CIVIL PENALTIES FOR VIOLATIONS OF PERMIT
39-5709	CRIMINAL PENALTIES FOR VIOLATIONS WITHOUT A PERMIT
39-5710	CONDUCT OF ENFORCEMENT ACTIONS
39-5711	FUNDING AND CREATION OF PREVENTION OF MINORS' ACCESS TO TOBACCO FUND
39-5712	SEVERABILITY
39-5713	LOCAL ORDINANCES
39-5714	REQUIREMENTS FOR DELIVERY SALES
39-5715	AGE VERIFICATION REQUIREMENTS
39-5716	DISCLOSURE AND NOTICE REQUIREMENTS
39-5717	SHIPPING REQUIREMENTS
39-5718	REGISTRATION AND REPORTING REQUIREMENTS

**TITLE 39  
HEALTH AND SAFETY  
CHAPTER 57  
PREVENTION OF MINORS' ACCESS TO TOBACCO**

**39-5701. LEGISLATIVE FINDINGS AND INTENT.**

The prevention of youth access to tobacco products within the state of Idaho is hereby declared to be a state goal to promote the general health and welfare of Idaho's young people. Twenty-seven percent (27%) of Idaho's youth currently smoke and almost twenty-seven percent (27%) of boys in Idaho use chewing tobacco which is significantly higher than the national average.

Tobacco is the number one killer in Idaho causing more deaths by far than alcohol, illegal drugs, car crashes, homicides, suicides, fires and AIDS combined. According to the center for disease control and prevention (CDC), twenty-four thousand three hundred ninety-four (24,394) children in Idaho currently under eighteen (18) years of age will die prematurely from tobacco-related disease. Tobacco costs the state over two hundred forty million dollars (\$240,000,000) each year and is the single most preventable cause of death and disability in Idaho.

Furthermore, tobacco is usually the first drug used by young people who go on to use alcohol and other illegal drugs. A study from the CDC shows that teens who smoke are three (3) times more likely than nonsmokers to use alcohol, eight (8) times more likely to use marijuana, and twenty-two (22) times more likely to use cocaine.

Most minors buy their own tobacco products or steal from self-service displays. Additionally, vending machines also create easy access for minors and a report from the CDC shows that even when vending machines are restricted to "adult areas" such as bars, children still succeed in purchasing cigarettes from vending machines.

Therefore, it is this state's policy to prevent the illegal sale, theft and easy access of tobacco products to minors and to prohibit the possession, distribution and use of tobacco products by minors and to punish those who disregard this law.

**39-5702. DEFINITIONS.** The terms used in this chapter are defined as follows:

- (1) "Business" means any company, partnership, firm, sole proprietorship, association, corporation, organization, or other legal entity, or a representative of the foregoing entities.
- (2) "Delivery sale" means to distribute tobacco products to a consumer in a state where either: (a) the individual submits the order for such sale by means of a telephonic or other method of voice transmission, data transfer via computer networks, including the internet and other online services, or facsimile, or the mails; or (b) the tobacco products are delivered by use of the mails or a delivery service.
- (3) "Delivery service" means any person who is engaged in the commercial delivery of letters, packages or other containers.
- (4) "Department" means the state department of health and welfare or its duly authorized representative.
- (5) "Distribute" means to give, deliver, sell, offer to give, offer to deliver, offer to sell or cause any person to do the same or hire any person to do the same.
- (6) "Minor" means a person under eighteen (18) years of age.
- (7) "Minor exempt permit" means a permittee location whose revenues from the sale of alcoholic beverages for on-site consumption comprises at least fifty-five percent (55%) of total revenues, or whose products and services are primarily obscene,

pornographic, profane or sexually oriented, is exempt from inspections assisted by a minor, if minors are not allowed in the location and such prohibition is posted clearly on all entrance doors.

- (8) "Permit" means a permit issued by the department for the sale or distribution of tobacco products.
- (9) "Permittee" means the holder of a valid permit for the sale or distribution of tobacco products.
- (10) "Photographic identification" means state, district, territorial, possession, provincial, national or other equivalent government driver's license, identification card or military card, in all cases bearing a photograph and a date of birth, or a valid passport.
- (11) "Random unannounced inspection" means an inspection of retail outlets by a law enforcement agency or by the department, with or without the assistance of a minor, to monitor compliance of this chapter.
- (12) "Seller" means the person who physically sells or distributes tobacco products.
- (13) "Tobacco product" means any substance that contains tobacco including, but not limited to, cigarettes, cigars, pipes, snuff, smoking tobacco, tobacco papers, or smokeless tobacco.
- (14) "Vending machine" means any mechanical, electronic or other similar device which, upon the insertion of tokens, money or any other form of payment, dispenses tobacco products.
- (15) "Vendor assisted sales" means any sale or distribution in which the customer has no access to the product except through the assistance of the seller.
- (16) "Without a permit" means a business that has failed to obtain a permit or a business whose permit is suspended or revoked.

### **39-5703. POSSESSION, DISTRIBUTION OR USE BY A MINOR.**

- (1) It shall be unlawful for a minor to possess, receive, purchase, sell, distribute, use or consume tobacco products or to attempt any of the foregoing.
- (2) It shall be unlawful for a minor to provide false identification, or make any false statement regarding their age in an attempt to obtain tobacco products.
- (3) A minor who is assisting with a random unannounced inspection in accordance with this chapter shall not be in violation of this chapter.
- (4) A minor may possess but not sell or distribute tobacco products in the course of employment, for duties such as stocking shelves or carrying purchases to customers' vehicles.
- (5) Penalties for violations by a minor. A violation of this chapter by a minor shall constitute a misdemeanor and shall be punishable by imprisonment in an appropriate facility not exceeding six (6) months, a fine not exceeding three hundred dollars (\$300), or both such fine and imprisonment. The court may, in addition to the penalties provided herein, require the minor and the minor's parents or legal guardian to attend tobacco awareness programs or to perform community service in programs related to tobacco awareness.

#### **39-5704. PERMITTING OF TOBACCO PRODUCT RETAILERS.**

- (1) It shall be unlawful to sell or distribute or offer tobacco products for sale or distribution at retail or to possess tobacco products with the intention of selling at retail without having first obtained a tobacco permit from the department which shall be the only retail tobacco permit or license required. Provided however, this section shall not be deemed to require a wholesaler or manufacturer's representative or their employees who, in the course of their employment, stock shelves and replenish tobacco products at a permittee's place of business to obtain a permit.
- (2) The department shall administer the permitting of tobacco product retailers and shall be authorized to ensure compliance with this chapter. The department may promulgate rules in compliance with chapter 52, title 67, Idaho Code, regarding permitting of tobacco product retailers, inspections, and compliance checks, effective training and employment practices under this chapter.
- (3) Permits shall be issued annually for no charge for each business location to ensure compliance with the requirements of this chapter. A copy of this chapter, rules adopted by the department, appropriate signage required by this chapter and any materials deemed necessary shall be provided with each permit issued.
- (4) A separate permit must be obtained for each place of business and is nontransferable to another person, business or location.
- (5) Permittees may display the permit in a prominent location.
- (6) A permittee may display a sign in each location within a place of business where tobacco products are sold or distributed. A sign may be clearly visible to the customer and the seller and shall state: "STATE LAW PROHIBITS THE SALE OF TOBACCO PRODUCTS TO PERSONS UNDER THE AGE OF EIGHTEEN (18) YEARS. PROOF OF AGE REQUIRED. ANYONE WHO SELLS OR DISTRIBUTES TOBACCO TO A MINOR IS SUBJECT TO STRICT FINES AND PENALTIES. MINORS ARE SUBJECT TO FINES AND PENALTIES."
- (7) Permittees are responsible to educate employees as to the requirements of this chapter.
- (8) It shall be unlawful for the permittee to allow employees who are minors to sell or distribute tobacco. Exception: Employees who are minors may possess but not sell or distribute tobacco products in the course of employment, for such duties as stocking shelves or carrying purchases to customers' vehicles.

#### **39-5705. SALE OR DISTRIBUTION OF TOBACCO PRODUCTS TO A MINOR.**

- (1) It shall be unlawful to sell, distribute or offer tobacco products to a minor.
- (2) It shall be an affirmative defense that the seller of a tobacco product to a minor in violation of this section had requested, examined and reasonably relied upon a photographic identification from such person establishing that person's age as at least eighteen (18) years of age prior to selling such person a tobacco product. The failure of a seller to request and examine photographic identification from a person under eighteen (18) years of age prior to the sale of a tobacco product to such person shall be construed against the seller and form a conclusive basis for the seller's violation of this section.

#### **39-5706. VENDOR ASSISTED SALES.**

- (1) It shall be unlawful to sell or distribute tobacco products by any means other than vendor assisted sales where the customer has no access to the product except through the assistance of the seller.

- (2) On and after January 1, 2000, it shall be unlawful to sell or distribute tobacco products from a vending machine. From January 1, 1999, to December 31, 1999, vending machines shall be located in a place not accessible to persons under the age of nineteen (19) years.
- (3) It shall be unlawful to sell or distribute tobacco products from self-service displays.
- (4) Stores with tobacco products comprising at least seventy-five percent (75%) of total merchandise are exempt from requiring vendor assisted sales, if minors are not allowed in the store and such prohibition is posted clearly on all entrance doors.

**39-5707. OPENED PACKAGES AND SAMPLES.**

- (1) It shall be unlawful to sell or distribute tobacco products for commercial purposes other than in the federally required sealed package provided by the manufacturer with all the required warning labels and health warnings.
- (2) It shall be unlawful to sell or distribute tobacco products for free or below the cost of such products to the sellers or distributors of the products for commercial or promotional purposes, to members of the general public in public places or at public events.

**39-5708. CIVIL PENALTIES FOR VIOLATIONS OF PERMIT.**

Any permittee who fails to comply with any part of this chapter, or any current state or local law or rule or regulation regarding the sale or distribution of tobacco products shall be subject to a civil penalty as provided in this section or have their permit suspended, pursuant to compliance with the contested case provisions of the Idaho administrative procedure act, chapter 52, title 67, Idaho Code, or both.

- (1) If a seller who is not a permittee violates section 39-5705, Idaho Code, and sells or distributes tobacco products to a minor, the seller shall be fined one hundred dollars (\$100).
- (2) In the case of a first violation, the permittee shall be notified in writing of penalties to be levied for further violations.
- (3) In the case of a second violation, the permittee shall be fined two hundred dollars (\$200) and shall be notified in writing of penalties to be levied for further violations. For a violation of section 39-5705, Idaho Code, the permittee shall not be fined if the permittee can show that a training program was in place for the employee and that the permittee has a form signed by that employee on file stating that they understand the tobacco laws dealing with minors and the unlawful purchase of tobacco, but the permittee shall be notified in writing of penalties to be levied for any further violations. If no such training is in place, the permittee shall be fined two hundred dollars (\$200).
- (4) In the case of a third violation in a two (2) year period, the permittee shall be fined two hundred dollars (\$200) and the permit may be suspended for up to seven (7) days. If the violation is by an employee, at the same location, who was involved in any previous citation for violation, the permittee shall be fined four hundred dollars (\$400). Effective training and employment practices by the permittee, as determined by the department shall be a mitigating factor in determining permit suspension. Tobacco retailers must remove all tobacco products from all areas accessible to or visible to the public while the permit is suspended.
- (5) In the case of four (4) or more violations within a two (2) year period, the permittee shall be fined four hundred dollars (\$400) and the permit shall be revoked until such time that the permittee demonstrates an effective training plan to the department, but in no case shall the revocation be for less than thirty (30) days. Tobacco retailers must

remove all tobacco products from all areas accessible to or visible to the public while the permit is revoked.

- (6) All moneys collected for violations pursuant to this section shall be remitted to the prevention of minors' access to tobacco fund created in section 39-5711, Idaho Code.

### **39-5709. CRIMINAL PENALTIES FOR VIOLATIONS WITHOUT A PERMIT.**

Sale or distribution of tobacco products, or any violation of this chapter, without a permit is considered by the state of Idaho as an effort to subvert the state's public purpose to prevent minor's access to tobacco products.

- (1) The sale or distribution of tobacco products without a permit shall constitute a misdemeanor punishable by imprisonment not exceeding six (6) months in the county jail, a fine of three hundred dollars (\$300), or by both such fine and imprisonment. If the sale or distribution of tobacco products was to a minor, the fine shall be no less than five hundred dollars (\$500) nor more than one thousand dollars (\$1,000). The provisions of this section shall not be applicable to an employee of the business engaged in the sale of tobacco products if the sale occurred during the course of such employment and the seller does not have an ownership interest in the business.
- (2) In addition to the penalties set forth in subsection (1) of this section, the court may impose an additional fine of one thousand dollars (\$1,000) per day beginning the day following the date of citation as long as the illegal tobacco sales or distribution continues. The first seven (7) days of additional fines may be suspended provided that the business or seller is able to prove that the business or seller has applied for the permit within seven (7) days of the citation.

### **39-5710. CONDUCT OF ENFORCEMENT ACTIONS.**

- (1) It is the intent of the legislature that law enforcement agencies, the attorney general, and the department shall enforce this chapter and rules promulgated pursuant thereto in a manner that can reasonably be expected to significantly reduce the extent to which tobacco products are sold or distributed to minors.
- (2) Law enforcement agencies may conduct random, unannounced inspections at locations where tobacco products are sold or distributed to ensure compliance with this chapter. A copy of all citations issued under this chapter shall be submitted to the department.
- (3) The department shall conduct at least one (1) random, unannounced inspection per year at all locations where tobacco products are sold or distributed at retail to ensure compliance with this chapter. The department shall conduct inspections for minor exempt permittees without the assistance of a minor. The department shall conduct inspections for all other permittees with the assistance of a minor. Each year the department shall conduct random unannounced inspections equal to the number of permittees multiplied by the violation percentage rate reported for the previous year multiplied by a factor of ten (10). Local law enforcement agencies are encouraged to contract with the department to perform these required inspections.
- (4) Minors may assist with random, unannounced inspections with the written consent of a parent or legal guardian. When assisting with these inspections, minors shall not provide false identification, nor make any false statement regarding their age.
- (5) Citizens may file a written complaint of noncompliance of this chapter with the department, or with a law enforcement agency. Permit holders under 26 U.S.C. section 5712, may file written complaints relating to delivery sales to the department or the attorney general's offices. Complaints shall be investigated and the proper enforcement actions taken.



- (6) Within a reasonable time, not later than two (2) business days after an inspection has occurred, a representative of the business inspected shall be informed in writing of the results of the inspection.
- (7) The attorney general or his designee, or any person who holds a permit under 26 U.S.C. section 5712, may bring an action in district court in Idaho to prevent or restrain violations of this chapter by any person or by any person controlling such person.

#### **39-5711. FUNDING AND CREATION OF PREVENTION OF MINORS' ACCESS TO TOBACCO FUND.**

There is hereby created the prevention of minors' access to tobacco fund in the state treasury. Moneys in the fund shall be used to fund the administration, inspections and enforcement of this chapter. Moneys in the fund may be expended only pursuant to appropriation. The fund shall consist of:

- (1) The current federal funds that are available for inspections or for the prevention of minor's access to tobacco shall be utilized by the department;
- (2) The fines from the civil penalties pursuant to section 39-5708, Idaho Code;
- (3) Moneys from any other source.

#### **39-5712. SEVERABILITY.**

If any section or provision of this chapter is held invalid, such invalidity shall not affect other sections or provisions of this chapter.

#### **39-5713. LOCAL ORDINANCES.**

Nothing in this chapter shall be construed to prohibit local units of government from passing ordinances which are more stringent than the provisions of this chapter. Provided however, local units of government shall not have the power to require a permit or license for the sale or distribution of tobacco products.

#### **39-5714. REQUIREMENTS FOR DELIVERY SALES.**

- (1) No permittee shall make a delivery sale of tobacco products to any individual who is under age eighteen (18) years in this state.
- (2) Each permittee taking a delivery sale order shall comply with: the age verification requirements set forth in section 39-5715, Idaho Code; the disclosure and notice requirements set forth in section 39-5716, Idaho Code; the shipping requirements set forth in section 39-5717, Idaho Code; the registration and reporting requirements set forth in section 39-5718, Idaho Code; all tax collection requirements provided by title 63, Idaho Code; and all other laws of the state of Idaho generally applicable to sales of tobacco products that occur entirely within Idaho including, but not limited to, those laws imposing excise taxes, sales and use taxes, licensing and tax stamping requirements and escrow or other payment obligations.

#### **39-5715. AGE VERIFICATION REQUIREMENTS.**

No permittee shall mail or ship tobacco products in connection with a delivery sale order unless, before mailing or shipping such tobacco products, the permittee accepting the delivery sale order first obtains from the prospective customer a certification which includes proof of age that the purchaser is at least eighteen (18) years old, the credit or debit card used for payment has been issued in the purchaser's name, and the address to which the cigarettes are being shipped match the credit card company's address for the cardholder.

### **39-5716. DISCLOSURE AND NOTICE REQUIREMENTS.**

For all delivery sales a permittee shall post on any advertisement or website:

- (1) The cautionary language for signs under section 39-5704(6), Idaho Code;
- (2) A prominent and clearly legible statement that consists of one (1) of the warnings set forth in section 4(a)(1) of the federal cigarette labeling and advertising act (15 U.S.C. section 1333(a)(1)) rotated on a quarterly basis;
- (3) A prominent and clearly legible statement that sales of cigarettes are taxable under chapter 25, title 63, Idaho Code, and an explanation of how such tax has been, or is to be paid, with respect to such delivery sale.

### **39-5717. SHIPPING REQUIREMENTS.**

Each permittee who mails or ships tobacco products in connection with a delivery sale order shall include as part of the shipping documents a clear and conspicuous statement providing as follows:

"TOBACCO PRODUCTS: IDAHO LAW PROHIBITS SHIPPING TO INDIVIDUALS UNDER THE AGE OF EIGHTEEN YEARS, AND REQUIRES THE PAYMENT OF TAXES PURSUANT TO CHAPTER 25, TITLE 63, IDAHO CODE. PERSONS VIOLATING THIS MAY BE CIVILLY AND CRIMINALLY LIABLE."

Anyone delivering any such container distributes tobacco products as defined in section 39-5702(5), Idaho Code, and is subject to the terms and requirements of this chapter. If a permittee taking a delivery sale order also delivers the tobacco products without using a third party delivery service, the permittee shall comply with all the requirements of vendor assisted sales as defined in section 39-5702(14), Idaho Code.

### **39-5718. REGISTRATION AND REPORTING REQUIREMENTS.**

- (1) Prior to making delivery sales or shipping tobacco products in connection with any such sales, every business shall obtain a permit from the department and file with the state tax commission a statement setting forth the seller's name, trade name and the address of the business's principal place of business and any other place of business.
- (2) Not later than the tenth day of each calendar month, each permittee that has made a delivery sale or shipped or delivered tobacco products in connection with any such sale during the previous calendar month shall file with the department and the state tax commission a memorandum or a copy of the invoice which provides for each and every such delivery sale:
  - a. The name and address of the individual to whom the delivery sale was made;
  - b. The brand or brands of the tobacco products that were sold in such delivery sale; and
  - c. The quantity of tobacco products that were sold in such delivery sale.
- (3) Any tobacco products sold or attempted to be sold in a delivery sale that does not meet the requirements of this chapter shall be forfeited to the state of Idaho.

**STATE OF IDAHO  
ADMINISTRATIVE CODE  
16.06.14**

---

**RULES GOVERNING THE PREVENTION OF  
MINORS' ACCESS TO TOBACCO PRODUCTS**

# Table of Contents

---

## 16.06.14 - Rules Governing the Prevention of Minors' Access to Tobacco Products

000. Legal Authority. ....	2
001. Title And Scope. ....	2
002. Written Interpretations. ....	2
003. Administrative Appeals. ....	2
004. Incorporation By Reference. ....	2
005. Office -- Office Hours -- Mailing Address -- Street Address -- Telephone Number -- Internet Website. ....	2
006. Confidentiality Of Records And Public Records Requests. ....	3
007. -- 009. (Reserved). ....	3
010. Definitions. ....	3
011. -- 019. (Reserved). ....	5
020. Application For Permit. ....	5
021. Permittee Responsibilities. ....	5
022. Delivery Sale Additional Requirements. ....	6
023. -- 050. (Reserved). ....	6
051. Civil Penalties For Violation Of Permit. ....	6
052. Criminal Penalties. ....	7
053. -- 100. (Reserved). ....	7
101. Inspections. ....	7
102. -- 999. (Reserved). ....	8

**IDAPA 16  
TITLE 06  
CHAPTER 14**

**16.06.14 - RULES GOVERNING THE PREVENTION OF MINORS'  
ACCESS TO TOBACCO PRODUCTS**

**000. LEGAL AUTHORITY.**

Under authority vested in Title 39, Chapter 57, Idaho Code, the Department of Health and Welfare adopts these rules and minimum standards for prevention of minors' access to tobacco products. (4-5-00)

**001. TITLE AND SCOPE.**

**01. Title.** These rules shall be known as Idaho Department of Health and Welfare Rules, IDAPA 16.06.14, "Rules Governing the Prevention of Minors' Access to Tobacco Products". (4-5-00)

**02. Scope.** The purpose of this rule is to implement provisions of Section 39-5701 et seq., Idaho Code. The Code defines the following: (4-5-00)

- a. Possession, distribution or use of tobacco products by a minor; (4-5-00)
- b. Permit process for tobacco product retailers; (4-5-00)
- c. Sale or distribution of tobacco products to a minor; (4-5-00)
- d. Vendor assisted sales; (4-5-00)
- e. Opened packages and samples; (4-5-00)
- f. Civil and criminal penalties for sales violations; and (4-5-00)
- g. Conduct enforcement actions. (4-5-00)

**002. WRITTEN INTERPRETATIONS.**

In accordance with Section 67-5201(19)(b)(iv), Idaho Code, this agency may write statements which pertain to the interpretation of the rules of this chapter, or to the documentation of compliance with the rules of this chapter. The documents are available for public inspection and copying at cost in the main offices of the Department of Health and Welfare. (4-5-00)

**003. ADMINISTRATIVE APPEALS.**

All administrative appeals are governed by provisions of IDAPA 16.05.03, "Rules Governing Contested Case Proceedings and Declaratory Rulings". (7-1-03)T

**004. INCORPORATION BY REFERENCE.**

No documents have been incorporated by reference. (7-1-03)T

**005. OFFICE -- OFFICE HOURS -- MAILING ADDRESS -- STREET ADDRESS -- TELEPHONE NUMBER -- INTERNET WEBSITE.**

**01. Office Hours.** Office hours are 8 a.m. to 5 p.m., Mountain Time, Monday through Friday, except holidays designated by the state of Idaho. (7-1-03)T

**02. Mailing Address.** The mailing address for the business office is Idaho Department of Health and Welfare, P.O. Box 83720, Boise, Idaho 83720-0036. (7-1-03)T

**03. Street Address.** The business office of the Idaho Department of Health and Welfare is located at 450 West State Street, Boise, Idaho 83702. (7-1-03)T

5500. **04. Telephone.** The telephone number for the Idaho Department of Health and Welfare is (208) 334-5500. (7-1-03)T

**05. Internet Website.** The Department's internet website is found at "http://www2.state.id.us/dhw/". (7-1-03)T

**006. CONFIDENTIALITY OF RECORDS AND PUBLIC RECORDS REQUESTS.**

Any use or disclosure of Department records must comply with IDAPA 16.05.01, "Use and Disclosure of Department Records". (7-1-03)T

**007. -- 009. (RESERVED).**

**010. DEFINITIONS.**

The terms used in this rule are defined as follows: (4-5-00)

**01. Business.** Any company, partnership, firm, sole proprietorship, association, corporation, organization, or other legal entity, or a representative of the foregoing entities that sells or distributes tobacco products. Wholesalers' or manufacturers' representatives in the course of their employment are not included in the scope of these rules. (4-5-00)

**02. Delivery Sale.** The distribution of tobacco products to a consumer in a state where either: (7-1-03)T

**a.** The individual submits the order for a purchase of tobacco products by a telephone call or other voice transmission method; data transfer via computer networks, including the internet and other online services; or by use of a facsimile machine transmission or use of the mails; or (7-1-03)T

**b.** When tobacco products are delivered by use of the mails or a delivery service. (7-1-03)T

**03. Delivery Service.** Any person who is engaged in the commercial delivery of letters, packages, or other containers. This includes permittees taking a delivery sale order and who delivers the tobacco products without using a third party delivery service. (7-1-03)T

**04. Department.** The Department of Health and Welfare (DHW) or its duly authorized representative. (7-1-03)T

**05. Direct Sale.** Any face to face, or in person sale, of a tobacco product by a permittee or their employee to an individual. (7-1-03)T

**06. Distribute.** To give, deliver, sell, offer to give, offer to deliver, offer to sell or cause any person to do the same or hire any person to do the same. (4-5-00)

**07. Effective Training.** Training must include, at a minimum, the provisions of the law regarding minors' access to tobacco products as indicated on the suggested Employee Training form which is included with the permit provided by the Department and found in Appendix A of these rules. Such training will be presumed effective for purposes of civil penalty actions in the first, second, and third violations within a two (2) year period. (3-15-02)

**08. Evidence of Effective Training.** Documentation provided by a permittee in response to a violation of this chapter clearly identifying that the permittee had a training program meeting the definition for effective training in place at the time of the violation and had on file a form signed by the employee prior to the violation stating understanding of the tobacco laws dealing with minors and the unlawful purchase of tobacco. (3-15-02)

**09. Minor.** A person under eighteen (18) years of age. (4-5-00)

**10. Permit.** A permit issued by the Department for the sale or distribution of tobacco products. A

permit must include endorsements to indicate the type of service offered by the permittee. Where the permittee uses more than one (1) method for sale or delivery of a tobacco product, the permit must reflect the required endorsement for each method. (7-1-03)T

**11. Permit Endorsement.** An endorsement identifies a sale or delivery method used by a permittee to sell tobacco products. There are three (3) types of endorsements that may be included on a permit. The three (3) endorsement types are Delivery Sales, Delivery Service and Direct Sales. (7-1-03)T

**12. Retail Sales Minor Exempt Permit.** A permit that is issued to retail locations whose revenues from the sale of alcoholic beverages for onsite consumption are at least fifty-five percent (55%) of total revenues, or whose products and services are primarily obscene, pornographic, profane or sexually oriented. A permittee issued this type of permit is exempt from minor assisted inspections where minors are not allowed on the premises and such prohibition is clearly posted at all entrances. (7-1-03)T

**13. Permittee.** The holder of a valid permit for the sale or distribution of tobacco products. (4-5-00)

**14. Photographic Identification.** In all cases the identification must bear a photograph and a date of birth. Verification is not required by these rules if the buyer is known to the seller to be age eighteen (18) or older. Types of identification include: (4-5-00)

**a.** State, district, territorial, possession, provincial, national or other equivalent government driver's license; or (4-5-00)

**b.** Identification card or military identification card; or (4-5-00)

**c.** A valid passport. (4-5-00)

**15. Random Unannounced Inspection.** An inspection of business by a law enforcement agency or by the Department, with or without the assistance of a minor, to monitor compliance of this chapter. (4-5-00)

**a.** Random. At any time without a schedule or frequency. (4-5-00)

**b.** Unannounced. Without previous notification. (4-5-00)

**16. Seller.** The person who physically sells or distributes tobacco products. (4-5-00)

**17. Tobacco Product.** Any substance that contains tobacco including, but not limited to, cigarettes, cigars, pipes, snuff, smoking tobacco, tobacco paper, or smokeless tobacco. (4-5-00)

**18. Vending Machine.** Any mechanical, electronic or other similar device which, upon the insertion of tokens, money or any other form of payment, dispenses tobacco products. (4-5-00)

**19. Vendor Assisted Sales.** Any sale or distribution in which the customer has no access to the product except through the assistance of the seller. The seller must physically dispense the tobacco product to the purchaser. A business is exempt from vendor assisted sales if it meets the following criteria: (4-5-00)

**a.** Tobacco products comprise at least seventy-five percent (75%) of total merchandise as determined by sales reported to the Idaho State Tax Commission; (4-5-00)

**b.** Minors are not allowed in exempt businesses and there is a sign on all entrances prohibiting minors; and (4-5-00)

**c.** There must be a separate entrance to the outside air or to a common area not under shared ownership by the exempt business. (4-5-00)

**20. Violation.** An action contrary to Title 39, Chapter 57, Idaho Code, or IDAPA 16.06.14, "Rules Governing the Prevention of Minors' Access to Tobacco Products". (4-5-00)

**21. Without a Permit.** A business that has failed to obtain a permit or a business whose permit is suspended or revoked. (4-5-00)

**011. -- 019. (RESERVED).**

**020. APPLICATION FOR PERMIT.**

All businesses which sell or distribute tobacco products to the public must obtain a permit issued annually for no charge by the Department of Health and Welfare. (4-5-00)

**01. Where to Obtain an Application for Permit.** A hard-copy application can be obtained, at no cost to the applicant, from the Department of Health and Welfare, Division of Family and Community Services, PO Box 83720, Boise, Idaho, 83720-0036. A permit may also be obtained, at no cost to the applicant, via the internet. The internet website is found at [www.tobaccopermits.com/Idaho/](http://www.tobaccopermits.com/Idaho/). (7-1-03)T

**02. Permits.** A separate permit must be obtained for each place of business. The permit is non-transferable to another person, business, or location. The applicant must request endorsements for each method of sale or delivery it uses. If a place of business sells or distributes tobacco by more than one (1) method, it must have an endorsement for each type. (7-1-03)T

**03. Renewal of Permit.** All permits must be renewed annually and are valid for twelve (12) calendar months. (4-5-00)

**a.** The Department will mail notices of renewal for permits no later than ninety (90) days prior to the expiration date on the permit. (4-5-00)

**b.** An application for renewal must be submitted annually by each business through written application or online services where available. (3-15-02)

**c.** A business with multiple sites may submit a single written application to renew the permit at each site, so long as the application is accompanied by a list of business locations and addresses. (3-15-02)

**d.** A permit will not be renewed for any location until any past due fines for violations are paid in full. Fines are considered past due when not paid within ten (10) days of the citation date, or within ten (10) days after notification that the fine is upheld upon appeal. Violation fines under appeal are not considered past due. (3-20-04)

**04. Application for Exemption.** Businesses seeking exemption from vendor assisted sales must submit information to the Department to establish compliance with criteria set forth in Subsections 007.14.a. through 007.14.c. (3-20-04)

**021. PERMITTEE RESPONSIBILITIES.**

The permittee is responsible for the following: (4-5-00)

**01. Possession of Permit.** Each business site must have a permit. (4-5-00)

**02. Visibility.** The permit must be available upon request at each site. (3-15-02)

**03. Display of Sign.** Each business may display, at each business site, a sign which states: "State Law Prohibits the Sale of Tobacco Products to Persons Under the Age of Eighteen (18) Years. Proof of Age Required. Anyone Who Sells or Distributes Tobacco to a Minor is Subject to Strict Fines and Penalties. Minors are Subject to Fines and Penalties." (4-5-00)

**04. Effective Training.** Each permittee is responsible to train employees as to the requirements of Title 39, Chapter 57, Idaho Code, and these rules. (4-5-00)

**a.** Unless the permittee has its own training program as described in Subsection 021.04.b., the employer must, at a minimum, read to the employee or prospective employee who may be responsible for sale or



distribution of tobacco products, or assure the employee or prospective employee has read the information contained on the Employee Training form found in Appendix A of these rules and have him initial each statement, and sign the form indicating an understanding of the provisions of the law governing minors' access to tobacco products. (4-5-00)

**b.** Permittee may have their own training program but it must contain at least each of the elements listed in the Employee Training form found in Appendix A of these rules and the employee or prospective employee who may be responsible for sale or distribution of tobacco products must affirm in writing their acknowledgment of such training. (4-5-00)

**05. Permit Requirements.** All permittees are required to be familiar with and comply with the requirements of Title 39, Chapter 57, Idaho Code as that act pertains to the permittee's sales of tobacco products. (7-1-03)T

**022. DELIVERY SALE ADDITIONAL REQUIREMENTS.**

In addition to the requirements of Title 39, Chapter 57, Idaho Code, all permittees holding a Delivery Sale Endorsement, who mail or ship tobacco products must: (7-1-03)T

**01. Shipping Package Requirements.** Imprint in clearly legible, black ink letters, that are no less than one (1) inch tall, the words "TOBACCO PRODUCT, MUST BE 18 YEARS OF AGE TO ACCEPT" on the exterior top and bottom of the shipping package. (7-1-03)T

**02. Delivery Requirements.** Require that tobacco products only be delivered in a face-to-face delivery to the address on the original shipping label. The individual receiving the delivery must be verified to be at least eighteen (18) years of age and have the same address as on the original shipping label. (7-1-03)T

**023. -- 050. (RESERVED).**

**051. CIVIL PENALTIES FOR VIOLATION OF PERMIT.**

**01. Violations by the Seller.** (4-5-00)

**a.** The seller will receive a one hundred dollar (\$100) fine for each violation. (4-5-00)

**b.** Each violation will be recorded with the Department and may be accessed by potential employers upon the written consent of the seller as a portion of the training permit documentation. (4-5-00)

**02. Violations by the Permittee.** (4-5-00)

**a.** First violation. The permittee shall be notified in writing of the violation and penalties to be levied for further violations. No fine will be imposed. (3-15-02)

**b.** Second violation in a two (2) year period. (4-5-00)

**i.** The permittee shall be fined two hundred dollars (\$200). (3-15-02)

**ii.** If the permittee provides evidence of effective training within ten (10) business days from the date of violation, the Department shall waive the fine. (3-15-02)

**iii.** The permittee shall be notified in writing of the penalties to be levied for further violations. (3-15-02)

**c.** Third violation in a two (2) year period. (3-15-02)

**i.** The permittee shall be fined two hundred dollars (\$200). (3-15-02)

**ii.** The permit shall be revoked for up to seven (7) days beginning upon a date set by the Department following the third violation. Evidence of effective employee training shall be a mitigating factor in determining the

length of the permit suspension. (3-15-02)

iii. The permittee must remove all tobacco products from public visibility for the duration of the revocation of the permit. (4-5-00)

iv. If the violation is by an employee, at the same location, who was involved in any previous citation for violation, the permittee shall be fined four hundred dollars (\$400). (3-15-02)

d. Fourth or subsequent violation in a two (2) year period. (3-15-02)

i. The permittee shall be fined four hundred dollars (\$400). (3-15-02)

ii. The permit shall be revoked until such time as the permittee demonstrates an effective training program to the Department, but in no case shall the revocation be less than thirty (30) days. (3-15-02)

**03. Payment of Fines.** All fine payments must be received by the Department within ten (10) days of the date of the citation. Fine payments should be mailed to, Tobacco Project Office, 450 West State Street, 5th Floor, Boise, ID 83711. (4-5-00)

**052. CRIMINAL PENALTIES.**

**01. Selling or Distributing Without a Permit.** Criminal penalties apply to any business or individual(s) which sells or distributes tobacco products to the public without a permit. (4-5-00)

**02. Department Notified of Violation.** If the Department is notified of a violation of Section 39-5709 et seq., Idaho Code, the Department will contact the appropriate law enforcement authority. (4-5-00)

**053. -- 100. (RESERVED).**

**101. INSPECTIONS.**

**01. Random and Unannounced Inspections.** The total number of random and unannounced inspections under Section 101 shall be determined by: (3-15-02)

a. The number of permittees on the last day of each year multiplied by the percentage of violations for the preceding year multiplied by a factor of ten (10). A calculation checklist is provided under Appendix B; (3-20-04)

b. In no instance shall the total number of inspections be less than the number of permittees, or exceed twice the number of permittees. (3-15-02)

c. The Department and the Idaho State Police must conduct at least one (1), unannounced inspection per year at every known business location identified as a retailer of tobacco products to the public. All additional inspections required to meet the total number specified under Section 101 must be conducted in a random manner. (3-20-04)

**02. Who Will Inspect.** Inspections will be conducted for all minor exempt permit locations by an adult enforcement officer. For all other permit locations, inspections will be conducted by an adult enforcement officer accompanied by a minor. (7-1-03)T

**03. Law Enforcement Agency Inspections.** (4-5-00)

a. In addition to the inspections set forth in Subsection 101.01, any law enforcement agency may conduct inspections consistent with agency policy and procedure with or without a minor at any business location, at any time, where tobacco products are sold or distributed to the public. (3-15-02)

b. Law enforcement agencies conducting inspections under Subsection 101.03.a. will report the

results from their inspections to the Department. All citations will become part of the permittee's permanent record. (3-15-02)

**04. Complaint Investigation.** (3-15-02)

**a.** The Department must refer all written complaints concerning the sale of tobacco products to minors to the appropriate agency for investigation. Investigation activities include, but are not limited to, inspections to determine the compliance with this chapter. (3-20-04)

**b.** Inspections conducted as part of the investigation of a written complaint are not included in the overall number of inspections identified under Subsections 101.01 and 101.03. Citations issued during the investigation of a written complaint must be added to the permittee's permanent record. (3-20-04)

**05. Issuance of Citation or Report.** (4-5-00)

**a.** For inspections conducted under Subsection 101.01 a representative of the business will be provided with a report, within two (2) business days, after the inspection was conducted and no violations were found, or a representative of the business will be issued a citation within two (2) business days after the random unannounced inspection. (3-15-02)

**b.** For inspections conducted under Subsections 101.03 and 101.04, a representative of the business will be provided with a report, within two (2) business days, after the result of the inspection is received by the Department and no violations were found, or a representative of the business will be issued a citation within two (2) business days after the result of the inspection is received by the Department. The date the Department provides notification of the citation must be used for determination of timely payment of fines and all other administrative actions including requests for waivers and request for appeals. (3-20-04)

**102. -- 999. (RESERVED).**

**APPENDIX A**  
**EMPLOYEE TRAINING FORM**

The following may be used for training of employees to assure that they are aware of the current law regarding youth access to tobacco products in the State of Idaho. This would constitute "minimum" training required by the employer as indicated in Section 39-5701 et seq., Idaho Code.

Have the employee initial each section and sign at the bottom.

\_\_\_\_\_ I understand the State law prohibits the sale of ANY tobacco products to persons under 18 years of age and that verification of age is required for any sale of tobacco products

\_\_\_\_\_ I understand that I am to ask for photo identification from any persons who I do not personally know to be at least 18 years of age and verify their age before a sale of tobacco products.

\_\_\_\_\_ I understand that sales to anyone under the age of 18 can result in a personal fine to me of at least \$100 for the first offense.

\_\_\_\_\_ I understand that "tobacco products" includes any substance that contains tobacco including, but not limited to, cigarettes, cigars, pipes, snuff, smoking tobacco, tobacco papers, or smokeless tobacco. (Section 39-5702 (10), Idaho Code)

\_\_\_\_\_ I understand that this store may be inspected at any time for compliance with the state law regarding "youth access to tobacco products".

\_\_\_\_\_ I understand that all sales must be "vendor assisted" unless the store in which I work has 75% of the total merchandise available for sale as tobacco products. This store is \_\_\_\_\_ is not \_\_\_\_\_ exempted from the vendor assisted requirement. (check one)

\_\_\_\_\_ I understand that cigarettes **must** be sold only in their original sealed package from the manufacturer. (Section 39-5707, Idaho Code)

\_\_\_\_\_ I have been given a copy of Section 39-5701 et seq., Idaho Code, and IDAPA 16.06.14, "Rules Governing the Prevention of Minor's Access to Tobacco Products".

I have read and agree to these statements and have had all my questions answered regarding my responsibilities as a seller of tobacco products in the State of Idaho.

By signing this agreement, I consent to having a current or potential employer contact the Department of Health and Welfare to determine if I have received citations for violation Title 39, Chapter 57, Idaho Code.

\_\_\_\_\_  
Printed Name of Employee

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Witnessed

\_\_\_\_\_  
Date

(3-15-02)

**APPENDIX B**

**RANDOM AND UNANNOUNCED INSPECTION CHECKLIST**

Inspection Year \_\_\_\_\_

1. Number of Permittees as of December 31, 20\_\_ : \_\_\_\_\_

Multiplied by:

2. Overall Violation Rate for Prior Year (20\_\_ ) (Percentage) \_\_\_\_\_ x \_\_\_\_ . \_\_\_\_\_

3. Multiplied by 10: \_\_\_\_\_

4. Total of Random and Unannounced Inspections: \_\_\_\_\_

# Subject Index

- A**  
Appendix A Employee Training Form,  
Sell Or Distribute Tobacco  
Products 9  
Application For Exemption, Sell Or  
Distribute Tobacco Products 5  
Application For Permit, Sell Or  
Distribute Tobacco Products 5
- B**  
Business 3
- C**  
Civil Penalties For Violation Of Permit,  
Sell Or Distribute Tobacco  
Products 6  
Complaint Investigation, Minors'  
Access To Tobacco Products 8  
Criminal Penalties, Sell Or Distribute  
Tobacco Products 7
- D**  
Definitions, IDAPA 16.06.14, Rules  
Governing The Prevention Of  
Minors' Access To Tobacco  
Products 3  
Delivery Requirements, Delivery Sale  
Additional Requirements 6  
Delivery Sale Additional  
Requirements 6  
Display Of Sign, Sell Or Distribute  
Tobacco Products 5  
Distribute 3
- E**  
Effective Training 3  
Evidence Of Effective Training 3
- I**  
Inspections, Any Business Which Sells  
Or Distributes Tobacco Products 7  
Issuance Of Citation Or Report, Minors'  
Access To Tobacco Products 8
- L**  
Law Enforcement Agency Inspections,  
Minors' Access To Tobacco  
Products 7
- M**  
Minor 3
- P**  
Permits 5  
Permittee Responsibilities, Sell Or  
Distribute Tobacco Products 5  
Photographic Identification 4
- R**  
Random & Unannounced Inspections,  
Prevention Of Minors' Access To  
Tobacco Products 7  
Random Unannounced Inspection 4  
Renewal of Permit 5
- S**  
Seller, Tobacco Products 4  
Shipping Package Requirements,  
Delivery Sale Additional  
Requirements 6
- T**  
Tobacco Product 4
- V**  
Vending Machine 4  
Vendor Assisted Sales 4  
Violations By The Permittee, Sell Or  
Distribute Tobacco Products 6  
Violations By The Seller, Sell Or  
Distribute Tobacco Products 6
- W**  
Where To Obtain An Application For  
Permit 5  
Without A Permit 5