

# City of Middletown Tobacco Retail License

## Frequently Asked Questions for Retailers (FAQ's)

1. **What is a Tobacco Retail License (TRL)? When does Tobacco 21 enforcement start in The City of Middletown**
  - On November 8, 2022, the City of Middletown Board of Health adopted the TRL Ordinance. Enforcement begins on January 1, 2024. Prior to this date, all tobacco retailers operating within the City of Middletown are required to have obtained a TRL through the City of Middletown Health Department to continue selling tobacco products and/or tobacco paraphernalia.
2. **How much is the license fee for the City of Middletown?**
  - The annual cost is \$250.00
3. **What is the license year?**
  - The TRL year is January 1ST - December 31st . The license renewal period begins in November and extends through December 31st each year.
4. **Are there any specific requirements or standards for the signage (color, poster size, font size, location of postage; etc.)? If so, will you provide any signage for posting?**
  - After your application is approved and all licensing fees are paid, the health department will mail you your license and appropriate signage.
  - Licenses must be posted and displayed in a conspicuous location at all times in plain view of the general public.
  - Every tobacco retailer is required to display the provided signage within six feet of each register where tobacco products are available for purchase.
5. **What can I expect during a Compliance Check/Inspection?**
  - Both the Tobacco Retail License and Tobacco 21 signage must always be clearly visible and signage within six feet at the location where tobacco products are being sold or distributed. Two compliance checks may be conducted each year: one Underage Buy Attempt and one signage check at each tobacco retail location. Noncompliant vendors are subject to enforcement measures, which may include an advisory letter, retailer education, fines and license revocation.
6. **Do I need to purchase both the “Cigarette Dealer’s License” and the City of Middletown Tobacco Retail License?**
  - You will need to pay for both the state tobacco license through the Ohio Department of Taxation and a Tobacco Retailer License from the City of Middletown Health Department. These are two separate licenses that you will have to purchase if you want to continue to sell tobacco products in Ohio and Middletown.
7. **What is the difference between Ohio’s T21policy and Middletown’s T21Policy?**
  - As of October 17, 2019, it is illegal to give, sell, or otherwise distribute cigarettes, other tobacco products, or alternative nicotine products like e-cigarette/vaping products to any person under the age of 21. Additional details can be found at: [Tobacco 21 | Ohio Department of Health](#)
  - City of Middletown's policy took effect on November 08, 2022. Enforcement will begin on January 1, 2024, through regular compliance checks.
8. **How can I get more information?**
  - Call the City of Middletown Health Department at (513) 425-1818
  - Send an email to [carla.ealy@cityofmiddletown.org](mailto:carla.ealy@cityofmiddletown.org)
  - Information on how to apply will be posted on the Health Department’s [Tobacco 21 | Middletown, OH](#)