



Order for City of Virginia Beach Cigarette Stamps
Commissioner of the Revenue
2401 Courthouse Drive
Virginia Beach, VA 23456-9002



Please print or type all applicable information requested below.

Name		Account Number		(For Office Use Only) Check Number _____
Street Address				
City	State	Zip		
Contact Person	Telephone Number ()			

	Quantity	Stamps	Roll Tax Value	Tax Value	
1		Rolls (20) (15,000 stamps @ \$0.75) @	\$11,250 Ea.	\$	
2		Rolls (25) (15,000 stamps @ \$0.93) @	\$13,950 Ea.	\$	
3	Total Tax Value This Order (Sum of Lines 1 thru 2)			\$	
4	Less 8% Discount			\$	
5	Amount Due (Line 3 minus Line 4)			\$	
6	Amount Paid – Make Check Payable to City of Virginia Beach Treasurer (Full payment due at point of purchase and must be in the form of cashiers or certified check. *) 002.00002.411501			\$	

Shipping Instructions (Verify terms with courier.)

Courier Name _____

Account Number _____

Insurance Required? Yes No If Yes, Amount \$ _____

Authorized Signature _____ **Date** _____

For Office Use Only:

Processed By _____ Date _____

Roll Number(s) Sold _____
