

**§ 46.204**

(b) A stamp, sticker, or notice, required by a foreign country or possession of the United States, which identifies such country or possession.

**§ 46.204 When to take inventory.**

You must take your physical inventory or book or record inventory during the periods noted in the table to this section.

Date of floor stocks tax	Not earlier than	No later than
January 1, 2000 .....	December 26, 1999 .....	January 10, 2000.
January 1, 2002 .....	December 26, 2001 .....	January 10, 2002.

**§ 46.205 Physical inventory requirements.**

Your physical inventory must include a written record of:

(a) *Quantity and Type.* You must record the quantity and type of ciga-

rettes in sufficient detail to determine the tax rate as stated in § 46.222 and whether the cigarettes have export markings as stated in § 46.203. The following chart provides the type of cigarette and method to use to determine quantities:

Type or kind	Inventory method
Small cigarettes (Class A).	Count the: <ul style="list-style-type: none"> <li>• Number of cigarettes without export markings.</li> <li>• Number of cigarettes with export markings.</li> </ul>
Large cigarettes (Class B).	Count the: <ul style="list-style-type: none"> <li>• Number of large cigarettes 6.5" or less in length without export markings.</li> <li>• Number of large cigarettes 6.5" or less in length with export markings.</li> <li>• Number of each size of large cigarettes more than 6.5" in length without export markings.</li> <li>• Number of each size of large cigarettes more than 6.5" in length with export markings.</li> </ul>

(b) *Date.* Date(s) the inventory was taken.

(c) *Name.* Name of individual(s) conducting the inventory and the name of the person for whom the inventory was taken.

(d) *Location.* Record where the inventory was taken (street address, city and State).

(e) *Time.* The physical inventory must be taken between the dates shown in § 46.204. If you do not take the physical inventory as of the close of business on the last respective business days of 1999 and 2001, the records must be reconciled. The inventory records must be reconciled to reflect the actual quantity of cigarettes held as of the first moment of January 1, 2000 and January 1, 2002, respectively. These records must include all supporting records of receipt and disposition.

**§ 46.206 Book or record inventory requirements.**

You may use a book or record inventory if you have source records that show:

(a) The quantity of receipts and dispositions of all cigarettes.

(b) The actual type and quantities of cigarettes on hand as if a physical inventory had taken place the moment the tax increase became effective. Refer to § 46.205(a).

(c) The name and address of the consignor and consignee.

(d) The date of receipt or disposition of the cigarettes.

(e) The brand name of each product.

(f) If you do not take the inventory as of the close of business on the last respective business days of 1999 and 2001, the records must be reconciled as described in § 46.205(e).

**§ 46.207 Cigarettes in transit.**

Cigarettes in transit must be included in your inventory if you hold title to the cigarettes. If you have transferred the title, you must document the title transfer in writing. For example, you may mark the bill of lading with a written statement that indicates the time and place of the title transfer.