

## Annual Inspections

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Permitted tobacco facilities will receive at least 2 unannounced inspections a year. Facilities must comply with the following requirements:

1. Valid Tobacco Permit available and posted for public view.
2. No flavored tobacco products for sale.
3. No e-cigarette products for sale.
4. Retailer should not offer or redeem coupons or provide discount sales.
5. All tobacco products must be sold under manufacturer's packaging and labeling and conform to all child-resistant packaging.
6. Selling by use of self-service displays is prohibited. All sales should be conducted in person and at the permitted location.
7. Signage must be posted at the point of purchase that sales to anyone under 21 years of age is illegal.

**Tobacco retailers who violate any requirements under Ordinance No. 4878 will place themselves at risk of administrative fines, permit suspension, permit revocation, criminal prosecution, or misdemeanors.**

## Contact Information

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 (650) 372-6200

 [envhealth@smcgov.org](mailto:envhealth@smcgov.org)

 [smchealth.org/tobacco](http://smchealth.org/tobacco)

# Tobacco Retailer Permit Program



[smchealth.org/tobacco](http://smchealth.org/tobacco)



SAN MATEO COUNTY HEALTH  
**ENVIRONMENTAL  
HEALTH SERVICES**

# How-to Apply for a Tobacco Retailer Permit

1. Visit [smchealth.org/tobacco](https://smchealth.org/tobacco) and complete a Tobacco Retailer Permit Application.

2. Submit the application to [envhealth@smcgov.org](mailto:envhealth@smcgov.org).

**Tobacco Retailer Permits are non-transferable between persons, locations, etc. Any attempted transfer will render the permit null and void.**

## Ordinance No. 4878

Effective May 2023, the County Board of Supervisors approved an amended tobacco ordinance to decrease youth access to tobacco products.

Unincorporated areas and participating cities are required to have a tobacco retailer permit if tobacco products are sold.

The sale of tobacco products to persons under 21 years of age is **prohibited** by law and subject to penalties.

Flavored tobacco and e-cigarette products are **prohibited** for sale under the ordinance.

The ordinance prohibits new tobacco retailer permits issued at:

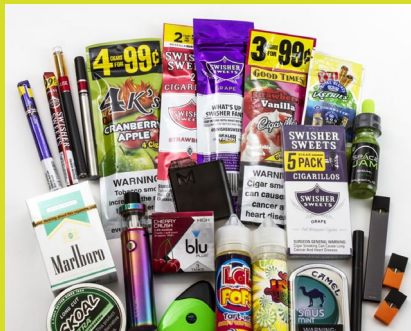
- Any location within 1,000 feet of a youth-populated area
- Any location within 500 feet of a location already occupied by another tobacco retailer
- A non-fixed location such as a vehicle or other forms of mobile vending
- Temporary events such as flea markets and farmers' markets

*The information above is not comprehensive list of all ordinance requirements. Please refer to the full ordinance for all requirements.*

## Banned Products

### Flavored Tobacco Products

That include but are not limited to cigarettes, cigars, pipe tobacco, chewing tobacco, snuffs, snus, hookah, shista, flavor enhancers, e-cigarettes, e-liquids, pods or any other vape device.



### E-cigarette Products

That include but are not limited to any electronic smoking device and any substances that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine and is natural or synthetic.

