



# Instructions for completing the **Product Purchased/Received from Ontario Designated Collectors Schedule - 13S**

## *Tobacco Tax Act*

Complete this schedule if you purchased/received unmarked cigarettes, marked cigarettes, cut tobacco or cigars from an Ontario designated collector **during the reporting period covered by your return**. If you are located outside Ontario and purchase Ontario marked cigarettes for distribution in Ontario, you are required to complete this schedule for marked cigarettes only.

A separate schedule must be completed for each supplier.

<b>Legal Name</b>	Your full legal name, as it appears on the registration certificate or proof of registration, issued to you by the Ministry of Revenue (ministry).	<b>Quantity of Marked Cigarettes</b>	The quantity of marked cigarettes purchased from the supplier.
<b>MFTT Reference No.</b>	Your MFTT reference number as it appears on the registration certificate issued to you by the ministry.	<b>Quantity of Cut Tobacco</b>	The quantity of cut tobacco purchased from the supplier.
<b>Reporting Period</b>	The start and end dates for the reporting period covered by your return (year/month/day).	<b>Quantity of Cigars</b>	The quantity of cigars purchased from the supplier.
<b>Supplier Name</b>	The name of the company from whom you purchased product.	<b>Total Taxable Price of Cigars</b>	The total taxable price of cigars purchased in Ontario from the supplier.
<b>Supplier MFTT Reference No.</b>	The MFTT reference number of each supplier from whom you purchased/received product. (All of your suppliers must be registered with the ministry.)	<b>Total Quantity</b>	The sum of all tobacco products purchased from the supplier. Transfer total quantities of <b>all tobacco products</b> to <b>line 3</b> (in the applicable columns) on the Tobacco Inventory Reconciliation Schedule - 4S.
<b>Invoice No.</b>	The unique invoice number for each purchase.	<b>Tax Rate</b>	The applicable tax rate.
<b>Invoice Date</b>	The date of each purchase invoice.	<b>Total Tax Amount</b>	The total tax amount of purchases. Multiply the total quantity purchased by the applicable tax rate.
<b>Shipping Date</b>	The date of shipping.	<b>Grand Total Taxable Price of Cigars</b>	The sum of the total taxable prices of cigars purchased.
<b>Quantity of Unmarked Cigarettes</b>	The quantity of unmarked cigarettes purchased from the supplier.		

**Enquiries** Toll free 1 866 ONT-TAXS (1 866 668-8297)  
Teletypewriter (TTY) 1 800 263-7776  
Website [ontario.ca/revenue](http://ontario.ca/revenue)