

TOWN OF BETHLEHEM

Albany County - New York

ECONOMIC DEVELOPMENT AND PLANNING

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TOBACCO RETAIL LICENSE

Frequently Asked Questions

1. *What is the license?*

[Bethlehem Town Code Chapter 114 Tobacco and Vapor Product Sales](#) added to Town Code in 2020 – requires NYS registered tobacco and vapor retailers to get a tobacco retail license in the Town in order to sell “covered products”. Here is a [link](#) to the License law.

2. *What businesses are required to get the license?*

NYS registered tobacco and vapor retailers that are currently registered in the Town with a license.

3. *When did the Local Law take effect?*

January 1, 2021

4. *What products are covered by the license?*

A “covered product” is defined in the law as a Tobacco Product, Electronic Aerosol Delivery System, or another product regulated by section 1399-cc of the public health law.

5. *Are there any restrictions?*

Yes, there are restrictions to selling vapor products (Electronic Aerosol Delivery Systems as defined in the law) within 1000 feet of schools.

6. *How do I get a license?*

An application was sent to all businesses in the Town registered as NYS tobacco retailers and is also available on the Town website.

7. *When is the application due?*

An application is due November 1st every year.

8. *How much is the fee?*

An application fee is \$130 and the License issuance fee is \$140.

9. *To whom do I make the check payable?*

Town of Bethlehem

10. *For how long is the license good?*

1 year (January-December). An application to the Town needs to be submitted annually.

11. *Do I have to display something?*

Yes, a certificate will be issued to you for display.

12. *Can I transfer my license from one store to another location?*

No, the license is nontransferable and non-assignable and valid only for the applicant and the specific address indicated on the Tobacco Retail License. A separate license is required for each address where a covered product is sold. A change in business ownership or business address requires a New Tobacco Retail License.

13. *Who do I contact with questions?*

Leslie Lombardo, Deputy Town Planner, Department of Economic Development and Planning, lombardo@townofbethlehem.org

14. *How do I get a license for a new store I want to open?*

In order for 1 new business to get a license to sell covered products it must apply for a New Tobacco Retail License and a license could only be issued to a new location if 2 existing businesses do not renew their license. If there are 2 or more new businesses that apply for a new license then a priority list applies (see [Bethlehem Town Code Chapter 114 Tobacco and Vapor Product Sales](#), Section 9D).