



**TOBACCO CONTROL AND PREVENTION PROGRAM**  
**TOBACCO RETAIL ESTABLISHMENT**  
**EMPLOYEE AGREEMENT**

**The City of Boston *Limiting Tobacco Access by Youth Ordinance* requires every tobacco retail establishment employee to read and agree to the following statements. (This agreement will be maintained in your personal file as part of your permanent employee record.)**

I understand that Boston City Ordinance and Massachusetts State law prohibits the sale of tobacco products to minors under eighteen years of age. Cigarettes, loose or chewing tobacco, snuff, cigars, and pipes are considered tobacco products. Violation of this law is punishable by fines of up to \$400.00.

The Boston Public Health Commission's Tobacco Control and Prevention Program conducts regular compliance checks to determine if stores are selling tobacco to minors. Selling tobacco to a minor may result in the suspension or loss of this store's permit to sell tobacco products. In addition, representatives from the State Attorney General's Office or the Food and Drug Administration may also conduct compliance checks of our store.

By signing this form, I agree to the following:

- 1. I have read the Boston City Ordinance *Limiting Tobacco Access by Youth* and understand its requirements.**
- 2. I understand that it is against the law to sell tobacco products to any person under the age of 18.**
- 3. I understand that, if a customer requesting tobacco appears to be under the age of 27, I must ask for identification. If the customer cannot prove his or her age, I will not make the sale.**
- 4. I understand that, if a young person gives me a form of identification, I must carefully check to determine if he or she is age 18 or older. I must refuse to sell tobacco to anyone under the age of eighteen.**
- 5. I understand that I must not make a sale to a minor, even if he or she has a note from a parent.**

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Employee's Signature and Date

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Retail Establishment Manager's Signature and Date