



Indiana Department of Revenue
**Open System Electronic Cigarette
Tax Return for Retailers**

Reporting Month _____ Year _____

Check if amended.

This return must be postmarked on or before the 15th day of the month following the reporting month.

Filing and payment should be done via INTIME, DOR's e-services portal, at intime.dor.in.gov.

Section A: Taxpayer Information		
Name of business entity		
Open System Electronic Cigarette Retail Dealer's Certificate Number	Federal Employer Identification Number	Indiana Taxpayer Identification Number
Physical address		
Email address		

Section B: Tax Calculation	
Description	Amount
1. Gross Receipts from Electronic Cigarettes Sold	
2. Exemptions/Deductions	
3. Excluded Sales	
4. Taxable Sales	
5. Tax Due (Multiply Line 4 by .30)	
6. Timely Collection Allowance (See instructions)	
7. Penalty (If filed late, 10% of tax due or \$5, whichever is greater)	
8. Interest (If filed late)	
9. Total Amount Due (Line 5 minus Line 6 Plus 7 and 8)	

I hereby certify, under penalty of perjury, that the information contained herein is true, correct, and complete to the best of my knowledge and belief.	
Signature of Taxpayer or Agent	Date (month, day, year)
Printed name of Taxpayer or Agent	

Instructions for Completing Open System Electronic Cigarette Tax Return for Retailers

What is the ECG-103?

This return is used to report retail sales of certain types of electronic cigarettes.

Which Products are Taxable?

Consumable material:

- Any liquid solution or other material used in an open system container (consumable material intended for use in a vapor product and for which the container is intended to be refillable) that is depleted as the vapor product is used. Closed system cartridges are not included in this definition.

Vapor products:

- A device, such as an electronic cigarette, that employs a mechanical heating element, battery, or electronic circuit, regardless of shape or size, that can be used to produce vapor from consumable material that may or may not be sold with the device.
- Any open system container of a consumable material in a solution or other form that is intended to be used with or in a device.

Disposable vapor product devices that are attached to a closed system cartridge and intended for single use are not taxable.

Who Must File?

Retail dealers engaged in the selling of consumable material, vapor products, or both to ultimate consumers. This includes retailers with a physical presence in the state as indicated in IC 6-2.5-2-1(c) or those who meet one or both of the thresholds listed in IC 6-2.5-2-1(d).

Reporting Requirements

All returns and payments must be made electronically. A return must be filed even if there is no activity to report for the reporting month. This form is provided for information purposes only. Visit intime.dor.in.gov for filing/payment information. If you are unable to file/pay electronically, contact us using the information below.

Questions

If you need further assistance, you can contact us at 317-615-2710.

Section A: Taxpayer Information

Indicate the month and year for which the return is being filed.

Name. Indicate the business entity name.

Open System Electronic Cigarette Retail Dealer's Certificate Number. Indicate the license number provided on your DOR issued license.

Federal Employer Identification Number. Indicate the 9-digit federal employer identification number (FEIN).

Indiana Taxpayer Identification Number. Indicate the 10-digit Indiana taxpayer identification (TID).

Physical Address. Indicate the location of your business.

Email Address. Indicate an email address to contact you.

Section B: Tax Calculation

Line 1. Enter gross receipts from Electronic Cigarettes (consumable material/vapor products) sold.

Line 2. Exemptions/Deductions. Enter the total amount of exempt sales and/or deductions for the period. Include on this line any bad debts expensed during this reporting period. If you incur bad debt expense that is not written off monthly, you must file a refund claim GA-110L, on an annual basis to request any refund related to bad debt deductions.

Line 3. Excluded Sales. Sales included in Line 1 where the obligation to collect the tax falls on another party such as a marketplace facilitator.

Line 4. Taxable Sales. Add Lines 2 and 3 and then subtract from Line 1.

Line 5. Multiply the amount on Line 4 by 0.30.

Line 6. If payment is remitted timely, you may deduct a collection allowance based on your tax liability for the 12-month period ending on June 30 of the previous year. The breakdown is as follows:

Electronic Cigarette Tax Liability for Fiscal Year Ending June 30 of the Previous Year	Collection Allowance for January 1 to December 31 of the Current Year
\$60,000 or less	0.73%
\$60,000.01-\$600,000.00	0.53%
\$600,000.01 or more	0.26%

Line 7. If the return is late, you are assessed a late fee of 10% of the tax due or \$5, whichever is greater.

Line 8. If your tax liability is not paid on or before the due date, you are subject to interest from the date the tax return was due until the date it was actually filed. The interest rate is determined on a calendar-year basis. Refer to www.in.gov/dor/files/reference/dn03.pdf for the current rate.

Line 9. Enter the total amount due after deducting collection allowance or adding penalty and interest.