

OWNER SUBMITTAL

SECTION A - OWNER INFORMATION

1. Full Name		Date of Birth	City, State, and Country of Birth		
Mailing Address		City	State	Zip Code	Phone Number
SSN or ITIN	Current Employer	Email Address		Ownership %	Job Title

SECTION B - DECLARATIONS

2. Have you ever been sanctioned by a licensing authority or local agency for unauthorized commercial cannabis activities and/or had a license suspended or revoked in the three years immediately preceding the date of this application?
 If "Yes", please complete item 8 Yes No

3. Have you been denied a license by the Bureau or any other state cannabis licensing authority?
 If "Yes", please complete item 9 Yes No

4. Do you have an ownership or financial interest (as defined in Title 16 CCR 5003 and 5004) in a licensed cannabis business?
 If "Yes", please complete item(s) 6-7 Yes No

5. Have you or your spouse served as an active duty member of the Armed Forces of the United States and were honorably discharged?
 Response to this question is voluntary. If "Yes", you may qualify for priority processing of your application. Yes No

6. Do any of the following statements apply to you? If you select YES, you must attach evidence of your status as a refugee, asylee, or special immigrant visa holder. Failure to do so may result in application review delays.

6A. You were admitted to the United States as a refugee pursuant to section 1157 of title 8 of the United States Code. Yes No

6B. You were granted asylum by the Secretary of Homeland Security or the United States Attorney General pursuant to section 1158 of title 8 of the United States Code. Yes No

6C. You have a special immigrant visa and were granted a status pursuant to section 1244 of Public Law 110-181, Public Law 109-163, or section 602(b) of title VI of division F of Public Law 111-8, relating to Iraqi and Afghan translators/interpreters or those who worked for or on behalf of the United States government. Yes No

OTHER CANNABIS LICENSE(S) (Attach additional sheets if needed)

7. Agency	License Number	Date Issued
8. Agency	License Number	Date Issued

CANNABIS LICENSE(S) SUSPENDED, REVOKED, OR DENIED (Attach additional sheets if needed)

9. License Authority	License Type	Suspension/Revocation Date
Detailed Statement Regarding Suspension/Revocation		
10. License Authority	License Type	Denial Date

SECTION C - REQUIRED DOCUMENTS

Copy of Government-Issued Identification Proof of Military Status (if applicable)

SECTION D - AFFIRMATION AND CONSENT

Under penalty of perjury, I hereby declare that the information contained within and submitted with the application is complete, true, and accurate. I understand that a misrepresentation of fact is cause for rejection of this application, denial of a license, or revocation of a license issued.

Signature	Printed Name	Date Signed
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Office Use Only
 CLER Application Record Number:

See Disclosures on the Next Page

DISCLOSURES

Mandatory Submission

Submission of the requested information is mandatory unless otherwise noted on the application. The Bureau of Cannabis Control (Bureau) will use the provided information to determine qualification for licensure, per section 26051.5 of the Business and Professions Code and the Information Practices Act. Failure to provide any of the requested information will result in the application being deemed incomplete by the Bureau. The Bureau will also use this information to enforce licensing standards set by law and regulation, update and maintain current licensee information, and for mailing purposes.

Social Security Number/Individual Taxpayer Identification Number

Section 30 of the Business and Professions Code and Public Law 94-455 (42 U.S.C.A. 405 (c)(2)(C)) authorizes the collection of an owner's Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN). The disclosure of an owner's SSN or ITIN is mandatory. The information will be used exclusively for tax enforcement purposes and for purposes of compliance with section 17520 of the Family Code. If a SSN or ITIN is not provided, the Bureau will not process the application and you will be reported to the Franchise Tax Board, which may assess a \$100 penalty.

State Tax Obligation

Pursuant to Business and Professions Code section 31(e), the California Department of Tax and Fee Administration (formerly the Board of Equalization (BOE)), and the Franchise Tax Board may share taxpayer information with the Bureau. A licensee or applicant must pay its state tax obligation; an applicant's license may be suspended if the state tax obligation is not paid.

Owner(s) Mailing Address(es)

The Bureau sends all official correspondence to an owner's mailing address. This mailing address may be the owner's primary place of employment, residence, post office box, or mail drop.

Mailing addresses are considered public information and are disclosable pursuant to the California Public Records Act (Government Code section 6250 et seq.). Owner names, mailing addresses, licensing statuses, as well as formal disciplinary actions may be accessed on the Bureau website through the License Lookup feature. Please consider this, especially when listing a mailing address.

Military Service

Disclosure of military service is voluntary. An applicant that has served as an active duty member of the Armed Forces of the United States, was honorably discharged, and who can provide evidence of such honorable discharge shall have his or her application expedited pursuant to Business and Professions Code section 115.4.

Financial Information

To ensure accountability and preserve the State's ability to adequately enforce against all responsible parties, the Bureau is authorized to collect detailed information regarding individuals with a "financial interest" in the commercial cannabis operation under section 26051.5 of the Business and Professions Code. "Persons with a financial interest" means an investment into a cannabis business, a loan provided to a cannabis business, or any other equity in a cannabis business that is not qualified as an owner. It does not include persons whose only interest in a licensee is an interest in a diversified mutual fund, blind trust, or similar instrument. The applicant must provide the following information for all non-owners with a financial interest: their name, date of birth, and type of government issued identification and identification number.

Premises Location

Business and Professions Code section 26054(b) provides that a licensed premises "shall not be within a 600-foot radius of a school providing instruction in kindergarten or any grades 1 through 12, day care center, or youth center that is in existence at the time the license is issued, unless a licensing authority or a local jurisdiction specifies a different radius." The Bureau will determine as to whether the proposed premises is located in an area as described in the application and required documents.

Access to Personal Information

You may review the records maintained by the Bureau that contain your personal information, as permitted by the Information Practices Act. To do so, please contact the Custodian of Records by phone at (833) 768-5880, by e-mail at bcc@dca.ca.gov or by physical mail at Department of Consumer Affairs – Bureau of Cannabis Control, P.O. Box 419106 Rancho Cordova, CA 95741-9106.

Public Information

The Bureau makes every effort to protect the personal information provided by license applicants. Application information may be disclosed, however, as permitted in response to a California Public Records Act request (Government Code section 6250 et seq.), as permitted by the Information Practices Act (Civil Code section 1798 et seq.), to another government agency as required by state or federal law, in response to a court or administrative order, a subpoena, or a search warrant.

Pursuant to the California Public Records Act (Title 1, Division 7, Chapter 3.5, Government Code sections 6250-6277), on request, the Bureau discloses licensee information including, but not limited to:

- Name
- Mailing address
- License number
- License status
- Original license issue date
- Last license renewal date
- License expiration date
- Disciplinary action
- Copy of license renewal applications
- Copy of license application (excluding personal information such as birth date and social security number)

INSTRUCTIONS FOR COMPLETING THE OWNER SUBMITTAL

SECTION A – OWNER INFORMATION

An owner is defined as a person with an aggregate ownership interest in the commercial cannabis business of 20 percent or more, unless the interest is solely a security, lien or encumbrance. An owner includes:

- A person with an aggregate ownership of 20 percent or more in the person applying for a license or a licensee, unless the interest is solely a security, lien or encumbrance.
- The chief executive officer (CEO) of a nonprofit or other entity (i.e. corporation)
- A member of the board of directors of a nonprofit.
- The trustee(s) and all persons who have control of the trust and or the commercial cannabis business that is held by a trust.
- An individual who will be participating in the direction, control, or management of the person applying for a license. This could include:
 - A partner of a commercial cannabis business that is organized as a partnership.
 - A non-member, manager, or managing partner of a commercial cannabis business that is organized as a limited liability company.
 - An officer or director of a commercial cannabis business that is organized as a corporation.
- Any individual that assumes responsibility for the license.
- When an entity has an aggregate ownership interest of 20 percent or more, the CEO/members of the board of directors of the entity shall be considered owners.

Title

The owner's title within the applicant entity must be provided, examples include: Controlling Member, General Partner, Sole Proprietor, Limited Partner, Office, etc.

Ownership Percentage

The percentage of the ownership interest held in the applicant entity by the owner.

SECTION B – DECLARATIONS

Sanctioned, Suspension, Revocation or Denials

The term "sanctioned" refers to being fined, placed on probation, had your business shut-down, or other similar penalty imposed. If the applicant has been denied a license, or has had a license suspended or revoked by the Bureau or any other state cannabis licensing authority, the applicant must provide the type of license applied for, the name of the licensing authority that denied the application, and the date of denial.

Financial Interest in a License Cannabis Business

The applicant must provide the license number, issuance date and issuing agency for any licensed commercial cannabis business the applicant holds an ownership or financial interest as defined in Business and Professions Code section 26001(a) and sections 5003 and 5004 of Title 16 of the California Code of Regulations.

SECTION C – REQUIRED ATTACHMENTS/DOCUMENTS

Government-Issued Identification

Acceptable forms of identification are a document issued by a federal, state, county, or municipal government that includes the name, date of birth, physical description, and picture of the person.

United States Armed Forces Priority Request

An applicant that attests they or their spouse are an honorably discharged member of the Armed Forces of the United States, and can provide evidence of such honorable discharge, shall have his or her application expedited pursuant to Business and Professions Code sections 115.4 and 115.5.

Refugees, Asylees, and Special Immigrant Visa Holders Priority Request

An applicant that attests they are a refugee pursuant to section 1157 of title 8 of the United States Code, an asylee pursuant to section 1158 of title 8 of the United States Code, or a special immigrant visa holder granted a status pursuant to section 1244 of Public Law 110-181, Public Law 109-163, or section 602(b) of title VI of division F of Public Law 111-8, and can provide evidence of such, shall have his or her application expedited pursuant to Business and Professions Code section 135.4.

Additional Information

Each owner must electronically submit fingerprint images to the Department of Justice (DOJ). The applicant must use the live scan form provided by the Bureau. Live Scan locations can be found at:

<https://oag.ca.gov/fingerprints/locations>