



REGULATED CANNABIS BUSINESS LICENSE APPLICATION CHECKLIST

- | | |
|---|--|
| <input type="checkbox"/> New Medical Testing Business | <input type="checkbox"/> New Retail Testing Business |
| <input type="checkbox"/> New Co-Located Medical and Retail Business | <input type="checkbox"/> New Retail Business |

Applicant's Legal Business Name (Entity): _____

Trade Name (dba): _____

Street Address of Cannabis Business: _____

Applications are accepted by appointment only and must be complete in all aspects. Please organize your application documents in the same order as the checklist below and place the checklist on top. Incomplete applications will not be accepted. All documents must be signed and notarized prior to submission appointment. The City Clerk's Office does not provide notary services for application documents.

Main Application Documents	
	Regulated Marijuana Business License Application (State of Colorado Form DR 8548 dated 1/29/21)
	Oath of Applicant (City of Grand Junction GJMBL Form #0003 Effective 06/01/2022) Must be completed by each Controlling Beneficial Owner
	Proposed Operating Plan (City of Grand Junction GJMBL Form #0005 Effective 06/01/2022)
	Written proof of a binding quote for workers compensation insurance and general liability insurance with minimum limits of \$1,000,000 per occurrence and a \$2,000,000 aggregate limit
	Oath of No Overlap (City of Grand Junction GJMBL Form #0009 Effective 05/08/2022)
Property Related Documents	
	Zoning Verification (City of Grand Junction GJMBL Form #0006 Effective 06/01/2022)
	Lease/Deed: Proof of Possession of Proposed Licensed Premises <ul style="list-style-type: none"> The business must have legal possession of the proposed licensed premises for at least 3 years after license issuance Deed or lease must be in the name as Applicant's Legal Business Name
	Authorization to Use Property for a Regulated Cannabis Business (required if applicant is not the owner of the proposed licensed premises) (City of Grand Junction GJMBL Form #0004 Effective 1/1/2021)
	Floor Plan (A "to scale" diagram of the proposed licensed premises no larger than 11" x 17") Review Document #0007 Floor Plan and Security Plan Checklist before creating your floor plan!
	Security Plan Checklist (City of Grand Junction Narrative GJMBL Form #0007 Effective 01/01/2021)



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Business Entity Documents		
	Entity Structure <input type="checkbox"/> Corporation <input type="checkbox"/> Limited Liability <input type="checkbox"/> Company Partnership	
	Publicly Traded Company (CRS 44-10-309(1)) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
	Organizational Chart , including the identity and ownership percentage of all Controlling Beneficial Owners	
	Organizational Documents <input type="checkbox"/> Operating Agreement(s) <input type="checkbox"/> Articles of Organization for LLC <input type="checkbox"/> By Laws <input type="checkbox"/> Certificate of Authority if Foreign Company <input type="checkbox"/> Partnership Agreement <input type="checkbox"/> Articles of Incorporation <input type="checkbox"/> Certificate of Good Standing <input type="checkbox"/> Statement of Trade Name <input type="checkbox"/> Certificate of Good Standing for a Foreign Entity (if applicable)	
Ownership Information: Controlling Beneficial Owner Provide information for any owner who owns 10% or more of the license. Owner percentages should match structure that was/will be provided to MED. You must designate an on-site manager for the business. The on-site manager must have the authority to make decisions regarding the license(s).		
The City of Grand Junction will complete a finding of suitability natural person (criminal background check) on all Controlling Beneficial Owners with 10% or more ownership.		
	Existing business owner(s) wishing to add a new license type. Attach additional page(s) if necessary. <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Copy of most recent MED Badge included	
	% Ownership	Name: First and Last
	Owner 1:	
	Owner 2	
	Owner 2	
	Owner 3	
	Owner 4	
	Owner 5	
	Owner 6	



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	<p>Form of Identification (must include a color copy of photo ID) for each person</p> <p><input type="checkbox"/> Driver's License <input type="checkbox"/> State Issued Picture ID <input type="checkbox"/> Valid Passport</p> <p><input type="checkbox"/> Military ID <input type="checkbox"/> Alien Registration Card (Green Card)</p>
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Ownership Information Continued	
Non-Resident Owner(s)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
	Marijuana Finding of Suitability Application – Natural Person by each Controlling Beneficial Owner (DR 8520 Effective 02/04/22)
	Marijuana Finding of Suitability Application – Owner Entity (DR 8557 Effective 02/11/222)
	<p>Include all fingerprinting receipts with application from one of the following CBI approved vendors:</p> <ul style="list-style-type: none"> • Colorado Fingerprinting at coloradofingerprinting.com Create account and use CBI Unique Code "6359POTI" and select "City of Grand Junction Local Marijuana Licensure" • IdentoGo at enroll.identogo.com Use "25YQ8H" and CBI Account Number "CONCJ6359"