

## 2023 RENEWAL OF REGISTERED CANNABIS BUSINESS APPLICATION FORM

The complete and fully executed Renewal Application, along with payment, must be submitted in person by the applicant's representative at the City Clerk's office counter during normal business hours. The window to submit a renewal application begins 60 calendar days prior to the Termination Date (December 14, 2022) and ends 30 calendar days prior to the Termination Date (January 13, 2023) of the Notice of Completed Registration.

**TYPE OF RENEWAL:**     Medical                       Both Medical and Adult-Use

Full Legal Name of the Registered Cannabis Business: \_\_\_\_\_

DBA (if applicable): \_\_\_\_\_

Vista Business License Number: \_\_\_\_\_ Federal or Individual Tax ID # \_\_\_\_\_

Department of Cannabis Control License Number: \_\_\_\_\_

Business Address: \_\_\_\_\_ City/State: \_\_\_\_\_ Zip: \_\_\_\_\_

Mail Address (if different than above): \_\_\_\_\_

Designated Primary Contact (Name and title): \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Is the business currently operational?  Yes  No    If No, when is the business expected to be operational? \_\_\_\_\_

Is a pending Relocation or Transfer of Ownership Application on file for the business?  Yes  No

If Yes, when was the application submitted? \_\_\_\_\_

What is the status of the application: \_\_\_\_\_

Is the business currently in any judicial or administrative proceedings?  Yes  No

If Yes, please provide a brief description or attach relevant documentation:

Has the applicant suffered any felony drug convictions within the last 4 years?  Yes  No

I acknowledge that I and my cannabis business are subject to all requirements of VMC chapters 5.94 and 5.95 and relevant state laws. I request to renew registration and to continue to maintain placement on the medical cannabis registration list (VMC §5.94.050.B.1) and retain the adult-use license, if any. I declare under penalty of perjury that the foregoing is true, accurate and complete, and that all documents and responses supplied in connection with this application are true, accurate and complete.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

### Inside This Form

1. Renewal Registered Cannabis Business Application Form
- 2-3. Required Documents
4. Contact information sheet

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# RENEWAL APPLICATION REQUIRED DOCUMENTS

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## REQUIRED PAYMENTS

- \_\_\_\_\_ Medical Renewal Application filing fee \$329
- \_\_\_\_\_ Adult-Use Renewal Application filing fee \$329

## REQUIRED DOCUMENTS

- \_\_\_\_\_ Copy of current Department of Cannabis Control License
- \_\_\_\_\_ Copy of current Seller's Permit (issued by CDTFA)
- \_\_\_\_\_ Completed business contact information sheet
- \_\_\_\_\_ List of Board of Directors
- \_\_\_\_\_ List of all storefront workers and delivery drivers (if applicable)
- \_\_\_\_\_ Premise diagram reflecting the current configuration of the retail site
- \_\_\_\_\_ Property owner information  
Provide proof that the cannabis business owns or currently leases the property. Proof of ownership should be provided in the form of a copy of the title or deed. If the property is being leased, rented or purchased by the cannabis dispensary under contract, a copy of such purchase contract or executed lease between the property owner and the cannabis dispensary must be submitted. If the property is being rented or leased by the cannabis business, the applicant must submit a signed and notarized authorization from the current owner acknowledging that the owner is aware of the use of the property as a cannabis business and consents to such use. Owner identification is required. (VMC § 5.94.050.B5-6)
- \_\_\_\_\_ Copies of all relevant insurance policies
- \_\_\_\_\_ Description of the business and its current plans for security and non-diversion of cannabis. Limited to one page. (VMC § 5.94.050.B.12)
- \_\_\_\_\_ Operating standards  
Provide a copy of the business' current operating standards. Standards must include a statement dated and signed by the responsible party on-site stating under the penalty of perjury, that they read, understand, and shall ensure compliance with the aforementioned operating standards. (VMC § 5.94.050.B.13)
- \_\_\_\_\_ Security Plan  
Submittal of the current security plan as specified in VMC § 5.94.050.B.18:
  - a. Security cameras shall be installed and maintained in good condition, and used in an on-going manner with at least 90 days of digitally recorded documentation.
  - b. The business space shall be alarmed with a centrally monitored fire and burglar alarm system and monitored by an alarm company.
  - c. Entrance to the dispensing area or "medication room" and any storage areas shall be locked at all times, and under the control of employees.

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## **RENEWAL APPLICATION REQUIRED DOCUMENTS**

### **CONTINUED**

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- d. Interior Lighting. The premises within which the medical cannabis business is operated shall be equipped with and, at all times during which is open to the public or any portion thereof, shall remain illuminated with overhead lighting fixtures of sufficient intensity to illuminate every place to which members of the public or portions thereof are permitted access with an illumination of not less than two foot-candles as measured at the floor level.
- e. Exterior Lighting. The exterior of the premises upon which the medical cannabis business is operated shall be equipped with and, at all times between sunset and sunrise, shall remain illuminated with fixtures of sufficient intensity and number to illuminate every portion of the property with an illumination level of not less than one foot-candle as measured at the ground level, including, but not limited to, landscaped areas, parking lots, driveways, walkways, entry areas, and refuse storage areas.
- f. All windows on the building that houses the dispensary shall be appropriately secured and all cannabis securely stored, and a reliable, commercial alarm system shall be installed and maintained.

