

# **Main Applicant Entity Instructions**

## **Adult-Use Marijuana Establishment Licensing Application Process**

**Cannabis Regulatory Agency**

**Phone: (517) 284-8599**

**Website: [www.michigan.gov/CRA](http://www.michigan.gov/CRA)**

**Email: [CRA-Adult-Use-Marijuana@Michigan.gov](mailto:CRA-Adult-Use-Marijuana@Michigan.gov)**

## **Main Applicant Entity Instructions**

### **Adult-Use Marijuana Establishment Licensing Application Process**

This application must be completed in its entirety upon submission. If the Cannabis Regulatory Agency (CRA) identifies a deficiency in an application, the CRA will notify the applicant. The applicant must submit all missing information or proof that the deficiency has been corrected in its entirety to the CRA within 5 calendar days of the date the applicant received the notice of deficiency. The failure of an applicant to completely correct a deficiency within 5 days of notification by the CRA may result in the denial of the application.

## Main Applicant Entity Instructions

### Adult-Use Marijuana Establishment Licensing Application Process

#### **Before initiating the application process, be advised the following documents are due at the time of application submission:**

##### Attestations [Link to Attestations](#)

- Attestation 1-A – Acknowledgment, Agreement, & Consent
- Attestation 1-B – Verification & Affidavit of Full Disclosure
- Attestation 1-C – Authorization to Release Information
- Attestation 1-D – Acknowledgment of Federal Law & Release of Liability
- Attestation 1-E – Confirmation of Tax Compliance
- Acknowledgment of Attestations (signed and notarized)

##### Entity Information Documents

- Copy of Governing Documents (e.g., Operating Agreement, Bylaws)
- Certificate of Good Standing
- Approval to Conduct Business Transactions in Michigan (if applicable)
- Certificate of Assumed Name (if applicable) (obtained from LARA Corporations Division)
- Copy of Organizational Structure (required for main entities; not required for supplemental entities) [Requirements/Example](#)
- Authorizing Resolution
- Social Equity Plan (required for main entities; not required for supplemental entities)

##### Regulation Documents

- Copy of Marijuana Licenses (if applicable)
- Summary of Facts and Circumstances Concerning License Denial, Restriction, Revocation, Suspension, or Nonrenewal (if applicable)

##### Tax Compliance Documents

- Copy of Notice of Tax Liability Due (if applicable)

##### Litigation Documents

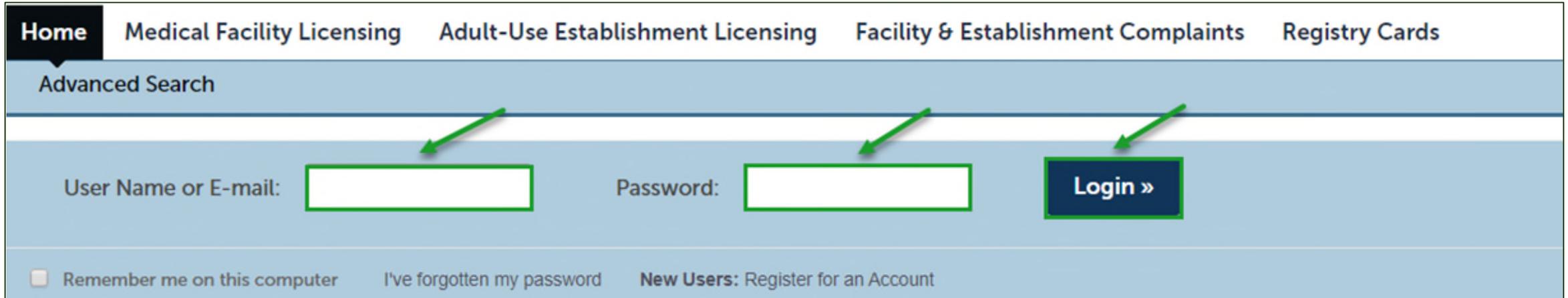
- Copy of Litigation Documentation (if applicable)

**\*All applicable items on the checklist are required to be provided at the time of application submission.  
\*Failure to submit any of the items may result in the denial of your application.**

## Main Applicant Entity Instructions

### Adult-Use Marijuana Establishment Licensing Application Process

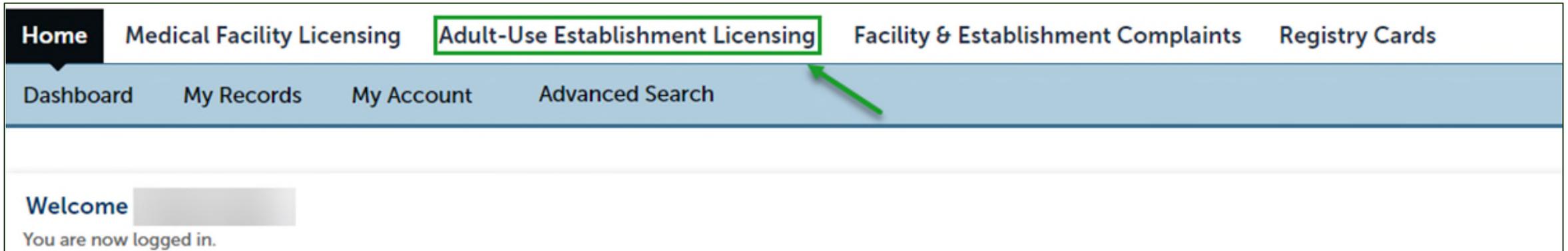
- Enter *User Name or E-mail*.
- Enter *Password*.
- Select *Login*.

A screenshot of the login page for the Cannabis Regulatory Agency. The page has a light blue background. At the top, there is a navigation bar with five items: "Home" (highlighted in a dark blue box), "Medical Facility Licensing", "Adult-Use Establishment Licensing", "Facility & Establishment Complaints", and "Registry Cards". Below the navigation bar is a section titled "Advanced Search". The main content area contains three input fields: "User Name or E-mail:" followed by a white text box with a green border, "Password:" followed by a white text box with a green border, and a dark blue button with white text that says "Login »". Three green arrows point from the top of the page down to each of these three elements. At the bottom of the page, there is a row of three items: a checkbox labeled "Remember me on this computer", a link "I've forgotten my password", and a link "New Users: Register for an Account".

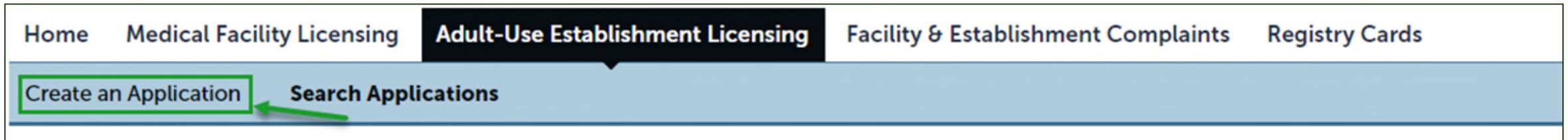
# Main Applicant Entity Instructions

## Adult-Use Marijuana Establishment Licensing Application Process

- Select **Adult-Use Establishment Licensing**.

A screenshot of the website's navigation menu. The top row contains five items: "Home", "Medical Facility Licensing", "Adult-Use Establishment Licensing", "Facility & Establishment Complaints", and "Registry Cards". The "Adult-Use Establishment Licensing" item is highlighted with a green rectangular box. Below this row is a light blue bar containing "Dashboard", "My Records", "My Account", and "Advanced Search". A green arrow points from the "Advanced Search" area up towards the "Adult-Use Establishment Licensing" box. Below the navigation bar, the text "Welcome [redacted]" and "You are now logged in." is visible.

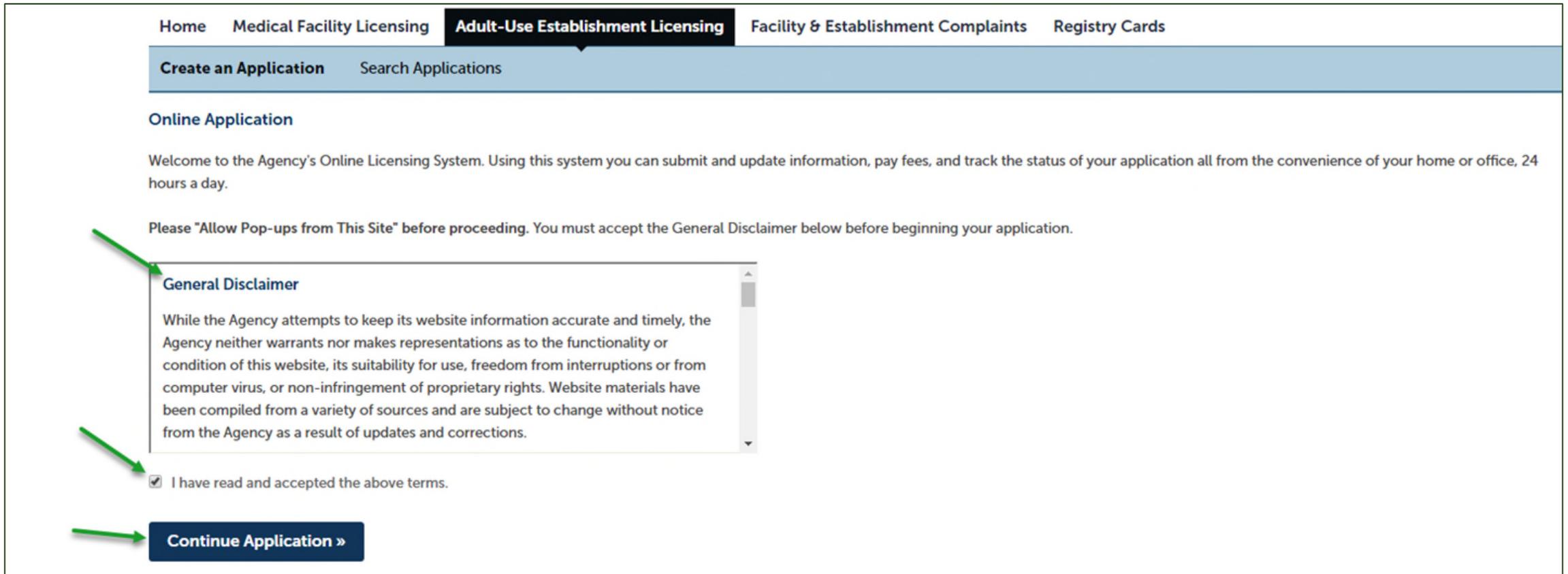
- Select **Create an Application**.

A screenshot of the website's navigation menu, similar to the previous one. The top row contains "Home", "Medical Facility Licensing", "Adult-Use Establishment Licensing", "Facility & Establishment Complaints", and "Registry Cards". The "Adult-Use Establishment Licensing" item is highlighted with a black background. Below this row is a light blue bar containing "Create an Application" and "Search Applications". The "Create an Application" item is highlighted with a green rectangular box. A green arrow points from the "Search Applications" area up towards the "Create an Application" box.

# Main Applicant Entity Instructions

## Adult-Use Marijuana Establishment Licensing Application Process

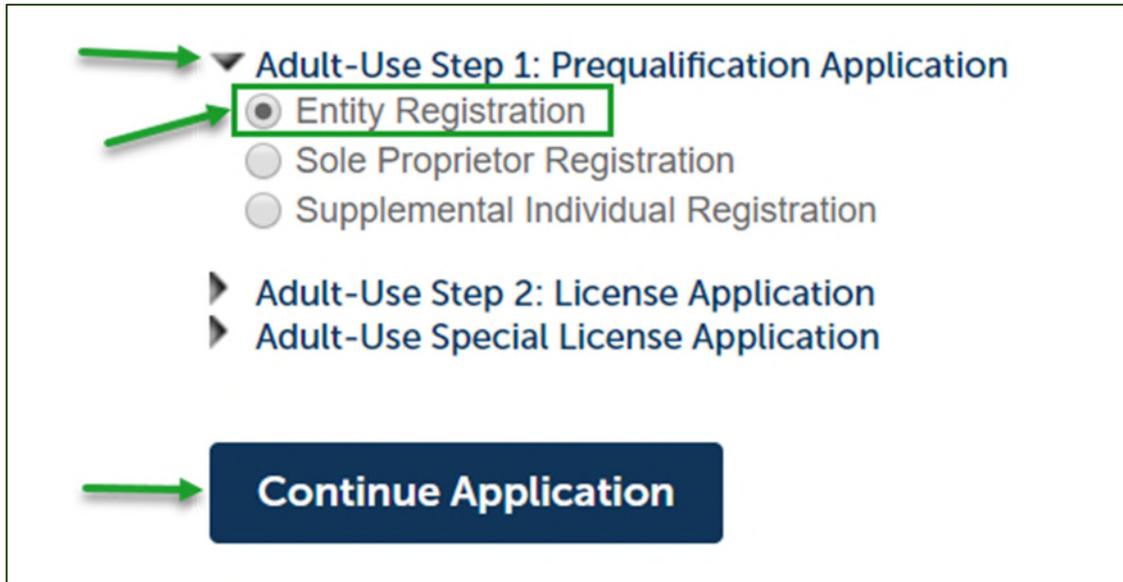
- Read the **General Disclaimer**.
- Check the box stating ***I have read and accepted the above terms.***
- Select **Continue Application**.

A screenshot of a web application interface for the Cannabis Regulatory Agency. The top navigation bar includes links for Home, Medical Facility Licensing, Adult-Use Establishment Licensing (highlighted), Facility & Establishment Complaints, and Registry Cards. Below this is a secondary bar with "Create an Application" and "Search Applications". The main content area is titled "Online Application" and contains a welcome message. A paragraph instructs users to allow pop-ups and accept a general disclaimer. A scrollable box contains the text of the disclaimer. Below the disclaimer is a checked checkbox for "I have read and accepted the above terms." and a dark blue button labeled "Continue Application »". Three green arrows point to the disclaimer box, the checkbox, and the button.

## Main Applicant Entity Instructions

### Adult-Use Marijuana Establishment Licensing Application Process

- Select the arrow next to **Adult-Use Step 1: Prequalification Application**.
- Select **Entity Registration**.
- Select **Continue Application**.

A screenshot of a web application interface showing a navigation menu. The menu items are: "Adult-Use Step 1: Prequalification Application" (with a dropdown arrow), "Entity Registration" (with a radio button and a green box around it), "Sole Proprietor Registration" (with a radio button), "Supplemental Individual Registration" (with a radio button), "Adult-Use Step 2: License Application" (with a right-pointing arrow), and "Adult-Use Special License Application" (with a right-pointing arrow). Below the menu is a dark blue button labeled "Continue Application" with a green arrow pointing to it from the left. Green arrows also point to the dropdown arrow of the first menu item and the radio button of the "Entity Registration" option.

## Main Applicant Entity Instructions

### Adult-Use Marijuana Establishment Licensing Application Process

- Select the adjacent box next to the license type(s) for which the main applicant entity intends to apply in step two. This selection is not permanent until step two of the application is submitted.

#### Step 1: Demographic Information > License Type

#### License Types

##### LICENSE TYPE

Main Applicants: Indicate the license type(s) for which the entity intends to apply in step two. This selection is not permanent until step two of the application is completed. Supplemental Applicants: Select "yes" to the supplemental application question below.

- |                                       |                          |
|---------------------------------------|--------------------------|
| Class A Marijuana Grower:             | <input type="checkbox"/> |
| Class B Marijuana Grower:             | <input type="checkbox"/> |
| Class C Marijuana Grower:             | <input type="checkbox"/> |
| Excess Marijuana Grower:              | <input type="checkbox"/> |
| Designated Consumption Establishment: | <input type="checkbox"/> |
| Marijuana Event Organizer:            | <input type="checkbox"/> |
| Marijuana Microbusiness:              | <input type="checkbox"/> |
| Marijuana Processor:                  | <input type="checkbox"/> |
| Marijuana Retailer:                   | <input type="checkbox"/> |
| Marijuana Safety Compliance Facility: | <input type="checkbox"/> |
| Marijuana Secure Transporter:         | <input type="checkbox"/> |

## Main Applicant Entity Instructions

### Adult-Use Marijuana Establishment Licensing Application Process

- Select **No**. This is an application for the *main applicant entity*.
- Select **Continue Application**.

\*If at any time during this application process you need to stop, select the *Save and Resume Later* tab and return to complete the application at a later time.

### Supplemental Application

SUPPLEMENTAL APPLICATION

Is this a supplemental application for prequalification:  ? Yes  No

[Save and resume later](#) [Continue Application](#)

## Main Applicant Entity Instructions

### Adult-Use Marijuana Establishment Licensing Application Process

- Select **Add New** to enter the **Main Applicant Entity's** demographic information.

#### Record Entity

Please provide the following information regarding the entity for which this application is being completed. Provide the contact information for the entity by selecting "Add New" to create a new contact.

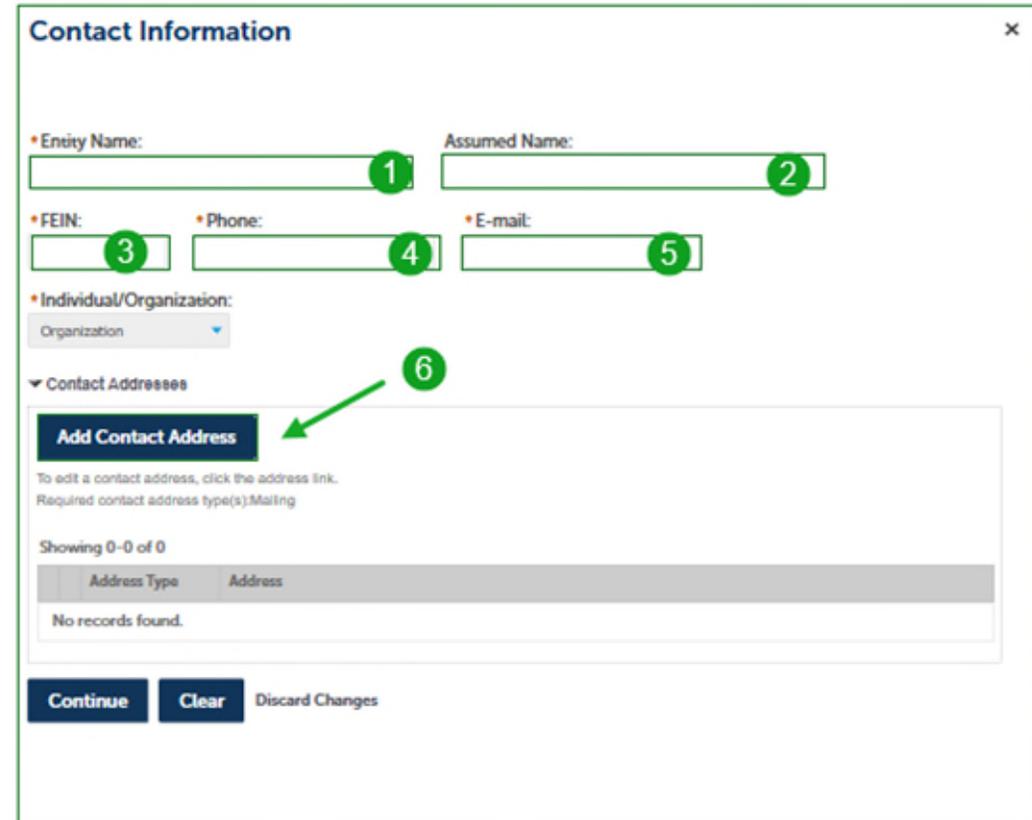
Add New

A green arrow points from the right side towards the "Add New" button.

## Main Applicant Entity Instructions

### Adult-Use Marijuana Establishment Licensing Application Process

- Enter **Main Applicant Entity** name.
- Enter **Assumed Name** if operating publicly with a name other than the main applicant entity name. Separate multiple assumed names with commas.
- Enter **Federal Employer Identification Number (FEIN)**.
- Enter **Phone Number**.
- Enter **E-mail Address**.
- Select **Add Contact Address**. Another window will open. **Please see next page to continue.**

A screenshot of a web form titled "Contact Information" with a close button (X) in the top right corner. The form contains several input fields and a dropdown menu, each with a green circle containing a number from 1 to 6. 1. "Entity Name:" text input field. 2. "Assumed Name:" text input field. 3. "FEIN:" text input field. 4. "Phone:" text input field. 5. "E-mail:" text input field. 6. "Individual/Organization:" dropdown menu, currently set to "Organization". Below these fields is a section titled "Contact Addresses" with a downward arrow. Inside this section is a blue button labeled "Add Contact Address" with a green arrow pointing to it from the number 6. Below the button is instructional text: "To edit a contact address, click the address link. Required contact address type(s) Mailing". Below that is a table with the text "Showing 0-0 of 0". The table has two columns: "Address Type" and "Address". The table body contains the text "No records found." At the bottom of the form are three buttons: "Continue", "Clear", and "Discard Changes".

## Main Applicant Entity Instructions

### Adult-Use Marijuana Establishment Licensing Application Process

- \***Mailing Address** type is required
- Enter **Street Address**.
- Enter **City**.
- Select to add **State**.
- Enter **ZIP Code**.
- Select **Save and Close**.

- **Contact Address Added Successfully** message will appear.
- Select **Continue**.

### Contact Information

#### Contact Address Information

\* Address Type:

Mailing

\* Address Line 1:

\* City:

\* State:

--Select--

\* ZIP Code:

Save and Close

Save and Add Another

Clear

Discard Changes

▼ Contact Addresses

Add Contact Address

To edit a contact address, click the address link.  
Required contact address type(s): Mailing

✔ Contact address added successfully.

Showing 1-1 of 1

Address Type	Address
Mailing	

Continue

Clear

Discard Changes

## Main Applicant Entity Instructions

### Adult-Use Marijuana Establishment Licensing Application Process

- Choose *Select from Account*.

### Person Completing Application

Please provide the contact information for the person completing the online application by selecting "Select from Account" to use your existing contact.

**Select from Account** ←

- Select the box for *Mailing Address*.
- Select *Continue*.

### Select Contact from Account

Person Completing Application

Select contact addresses for this contact to attach to the record.

Showing 1-1 of 1

<input type="checkbox"/>	Address Type	Address
<input checked="" type="checkbox"/>	Mailing	

**Continue** ← Discard Changes

# Main Applicant Entity Instructions

## Adult-Use Marijuana Establishment Licensing Application Process

- **Is the Entity Applying Under the Social Equity Program?** Select **Yes** or **No**.
  - If applying under the social equity program, all participants must first be determined eligible with the social equity program prior to filling out the main applicant entity application.
  - Do not complete the main applicant entity application until all social equity participants have been determined eligible with the social equity program.

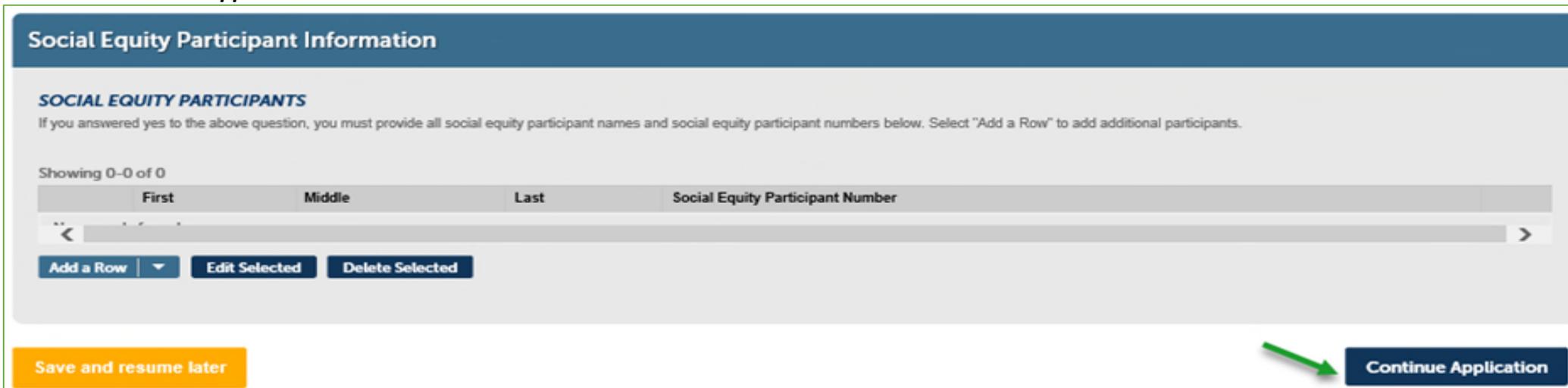


**Social Equity**

**SOCIAL EQUITY**

• Is the entity applying under the social equity program:  Yes  No

- If the entity is applying under the social equity program, select **Add a Row** as needed to disclose all eligible social equity participant names and social equity participant numbers.
- Select **Continue Application**.



**Social Equity Participant Information**

**SOCIAL EQUITY PARTICIPANTS**

If you answered yes to the above question, you must provide all social equity participant names and social equity participant numbers below. Select "Add a Row" to add additional participants.

Showing 0-0 of 0

First	Middle	Last	Social Equity Participant Number
-------	--------	------	----------------------------------

< >

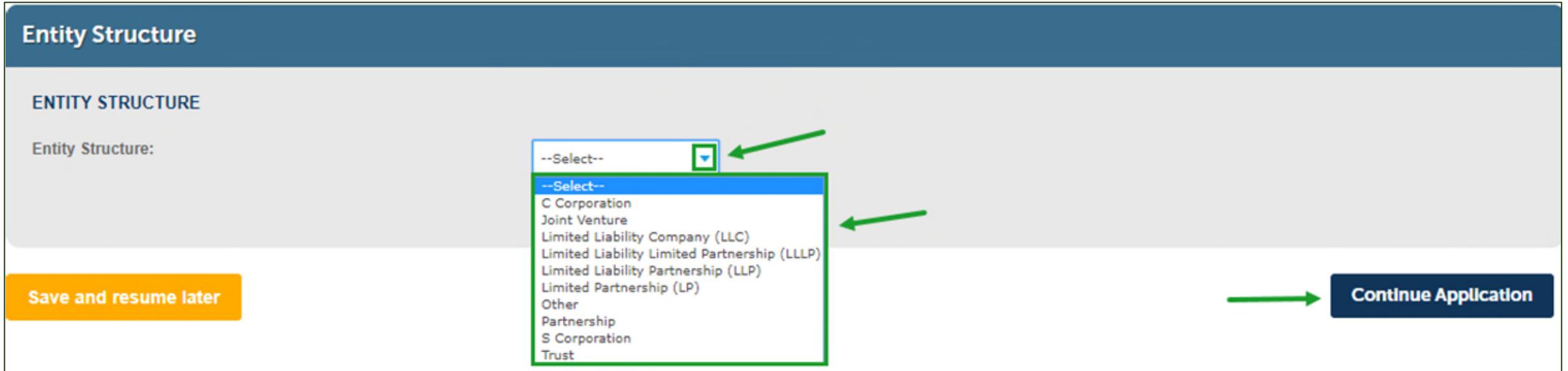
**Add a Row** **Edit Selected** **Delete Selected**

**Save and resume later** **Continue Application**

## Main Applicant Entity Instructions

### Adult-Use Marijuana Establishment Licensing Application Process

- Choose the drop-down arrow next to **Select**.
- Select the main applicant entity's **Entity Structure Type**.
- Select **Continue Application**.

A screenshot of a web application interface for selecting an entity structure. The page has a dark blue header with the text "Entity Structure". Below the header, the text "ENTITY STRUCTURE" is displayed. Underneath, the label "Entity Structure:" is followed by a drop-down menu currently showing "--Select--". The menu is open, displaying a list of options: "--Select--", "C Corporation", "Joint Venture", "Limited Liability Company (LLC)", "Limited Liability Limited Partnership (LLLLP)", "Limited Liability Partnership (LLP)", "Limited Partnership (LP)", "Other", "Partnership", "S Corporation", and "Trust". Green arrows point to the drop-down arrow, the menu list, and a "Continue Application" button on the right. On the left, there is an orange button labeled "Save and resume later".

Entity Structure

ENTITY STRUCTURE

Entity Structure:

--Select--

--Select--

C Corporation

Joint Venture

Limited Liability Company (LLC)

Limited Liability Limited Partnership (LLLLP)

Limited Liability Partnership (LLP)

Limited Partnership (LP)

Other

Partnership

S Corporation

Trust

Save and resume later

Continue Application

## Main Applicant Entity Instructions

### Adult-Use Marijuana Establishment Licensing Application Process

- Select **Add a Row** if the main applicant entity has used a prior name(s) within the past 3 years. To add multiple prior names, select **Add a Row** multiple times.
- If the main applicant entity has not used a prior name within the past 3 years, do not add a row.

#### Entity Prior Names

**PRIOR NAMES**  
Provide any prior names used by the entity during the past 3 years. Add additional rows if necessary.

Showing 0-0 of 0

Entity Prior Name	Date Use Began	Date Use Ceased
No records found.		

<
 
>

Add a Row
Edit Selected
Delete Selected

- Enter the main applicant entity's **Prior Name**.
- Enter **Date Use Began**.
- Enter **Date Use Ceased**.
- Select **Submit**.

**PRIOR NAMES**  
Provide any prior names used by the entity during the past 3 years. Add additional rows if necessary.

\*Entity Prior Name:

\*Date Use Began:

\*Date Use Ceased:

Submit
Cancel

## Main Applicant Entity Instructions

### Adult-Use Marijuana Establishment Licensing Application Process

- Select **Add a Row** if the main applicant entity has used any prior addresses within the past 3 years. To add multiple prior addresses, select **Add a Row** multiple times.
- If the main applicant entity has not used a prior address within the past 3 years, do not add a row.

**Entity Prior Addresses**

**PRIOR ADDRESSES**  
Provide any prior addresses used by the entity during the past 3 years. Add additional rows if necessary.

Showing 0-0 of 0

Entity Prior Street Address	City	State	Zip	Date Use Began	Date Use Ceased
No records found.					

**Add a Row** ▼
**Edit Selected**
**Delete Selected**

- Enter **Entity Prior Street Address**.
- Enter **City**.
- Select **State**.
- Enter **Zip Code**.
- Enter **Date Use Began**.
- Enter **Date Use Ceased**.
- Select **Submit**.
- Select **Continue Application**.

**PRIOR ADDRESSES**  
Provide any prior addresses used by the entity during the past 3 years. Add additional rows if necessary.

\* Entity Prior Street Address:

\* City:

\* State:

--Select--

\* Zip:

\* Date Use Began:

\* Date Use Ceased:

**Submit**
Cancel

➔
Continue Application »

# Main Applicant Entity Instructions

## Adult-Use Marijuana Establishment Licensing Application Process

- Associated parties that need to be disclosed differ depending upon the entity type of the applicant. Select the appropriate entity type link to view a detailed explanation of which associated parties need to be disclosed.

### Limited Liability Company

Associated Parties

**Limited Liability Companies (LLCs) must disclose:**

- All members (entities and individuals) that have direct or indirect ownership interest in this main or supplemental applicant entity
  - Spouses of members (if the member holds a direct or indirect ownership interest of greater than 10% in the main applicant seeking licensure and/or exercises control over or participates in the management of the applicant)
- All managers (for manager-managed LLCs)
  - Spouses of all managers (for manager-managed LLCs)
- If this is the application for the main applicant entity seeking licensure, all managerial employees (employees who can control and direct the affairs of the marijuana business and/or can make policy concerning the marijuana business)

Associated Parties

Select below for associated party disclosure instructions by entity type:

- [Limited Liability Company \(LLC\)](#)
- [Publicly or Privately Held Corporation](#)
- [Trust](#)
- [Partnership or Limited Liability Partnership](#)
- [Limited Partnership or Limited Liability Limited Partnership](#)
- [Nonprofit Corporation](#)

Select [here](#) for "contact type" instructions

Required Contact Type	Minimum
Associated Individual	1

**Add New**

Showing 0-0 of 0

Full Name	Business Name	Contact Type	E-mail	Action
< 1 2 3 >				

### Corporations

Associated Parties

**Publicly or Privately Held Corporations must disclose:**

- All corporate officers or persons with equivalent titles
  - Spouses of all corporate officers or persons with equivalent titles
- All directors
  - Spouses of all directors
- All shareholders holding a direct or indirect interest of greater than 5% in the main applicant seeking licensure
  - Spouses of shareholders (if the shareholder holds a direct or indirect ownership interest of greater than 10% in the main applicant seeking licensure)
- If this is the application for the main applicant entity seeking licensure, all managerial employees (employees who can control and direct the affairs of the marijuana business and/or can make policy concerning the marijuana business)

# Main Applicant Entity Instructions

## Adult-Use Marijuana Establishment Licensing Application Process

- To disclose an associated party:
  - Select **Add New**.
  - Choose the appropriate **Contact Type** for the associated party.
    - For instructions regarding which contact type to choose, select the link as demonstrated in the below example.
  - Enter the demographic information of the associated party being disclosed.
- Repeat this process as many times as necessary to disclose **all associated parties**

Select Contact Type

2

Type:

--Select--

Associated Entity

Associated Individual

Spouse

Ten Percent or Less Entity

Ten Percent or Less Individual

Associated Parties

Select below for associated party disclosure instructions by entity type:

- [Limited Liability Company \(LLC\)](#)
- [Publicly or Privately Held Corporation](#)
- [Trust](#)
- [Partnership or Limited Liability Partnership](#)
- [Limited Partnership or Limited Liability Limited Partnership](#)
- [Nonprofit Corporation](#)

Select [here](#) for "contact type" instructions

Required Contact Type	Minimum
Associated Individual	1

1

Add New

Showing 0-0 of 0

Full Name	Business Name	Contact Type	E-mail
<div style="border: 1px solid green; padding: 5px; margin-bottom: 10px;"> <p style="text-align: center; font-weight: bold; color: blue;">Select Contact Type</p> <p style="text-align: center; font-size: 24px; font-weight: bold; color: green; border-radius: 50%; width: 20px; margin: 0 auto;">2</p> <p>Type:</p> <div style="border: 1px solid black; padding: 2px;"> <p style="background-color: #e0e0e0; margin: 0;">--Select--</p> <p>Associated Entity</p> <p>Associated Individual</p> <p>Spouse</p> <p>Ten Percent or Less Entity</p> <p>Ten Percent or Less Individual</p> </div> </div>			
<div style="border: 1px solid green; padding: 5px; margin-bottom: 10px;"> <p style="text-align: center; font-weight: bold; color: blue;">Select the appropriate contact type for the entity or individual being disclosed</p> <p><b>Spouse</b></p> <p>Select the "Spouse" contact type to disclose individuals whose only association with the applicant entity is that they are the spouse of another individual being disclosed</p> </div> <div style="border: 1px solid black; padding: 2px; text-align: center;"> <p style="background-color: #e0e0e0; margin: 0;">--Select--</p> <p>Associated Entity</p> <p style="border: 1px solid green; padding: 1px;">Associated Individual</p> <p style="border: 1px solid green; padding: 1px;">Spouse</p> <p>Ten Percent or Less Entity</p> <p>Ten Percent or Less Individual</p> </div>			
<div style="border: 1px solid green; padding: 5px; margin-bottom: 10px;"> <p style="text-align: center; font-weight: bold; color: blue;">Select the appropriate contact type for the entity or individual being disclosed</p> <p><b>Ten Percent or Less</b></p> <p>Select the "Ten Percent or Less Entity" or "Ten Percent or Less Individual" contact types to disclose entities or individuals that have ten percent or less ownership interest in the main applicant seeking licensure and do not exercise control over or participate in the management of this main or supplemental applicant</p> </div> <div style="border: 1px solid black; padding: 2px; text-align: center;"> <p style="background-color: #e0e0e0; margin: 0;">--Select--</p> <p>Associated Entity</p> <p>Associated Individual</p> <p style="border: 1px solid green; padding: 1px;">Spouse</p> <p style="border: 1px solid green; padding: 1px;">Ten Percent or Less Entity</p> <p style="border: 1px solid green; padding: 1px;">Ten Percent or Less Individual</p> </div>			
<div style="border: 1px solid green; padding: 5px; margin-bottom: 10px;"> <p style="text-align: center; font-weight: bold; color: blue;">Select the appropriate contact type for the entity or individual being disclosed</p> <p><b>Associated</b></p> <p>Select the "Associated Entity" or "Associated Individual" contact types for all other entities or individuals being disclosed</p> </div> <div style="border: 1px solid black; padding: 2px; text-align: center;"> <p style="background-color: #e0e0e0; margin: 0;">--Select--</p> <p style="border: 1px solid green; padding: 1px;">Associated Entity</p> <p style="border: 1px solid green; padding: 1px;">Associated Individual</p> <p>Spouse</p> <p>Ten Percent or Less Entity</p> <p>Ten Percent or Less Individual</p> </div>			

Contact Information

3

\*First:  Middle:  \*Last:

\*SSN:  \*Date of Birth:

\*E-mail:

\*Individual/Organization:  
Individual

▼ Contact Addresses

Add Contact Address

Adding a Contact Address is optional

Showing 0-0 of 0

Address Type	Address
No records found.	

Continue
Clear
Discard Changes

# Main Applicant Entity Instructions

## Adult-Use Marijuana Establishment Licensing Application Process

- After **ALL** associated parties have been disclosed, select **Continue Application**.

**Associated Parties**

Select below for associated party disclosure instructions by entity type:

- [Limited Liability Company \(LLC\)](#)
- [Publicly or Privately Held Corporation](#)
- [Trust](#)
- [Partnership or Limited Liability Partnership](#)
- [Limited Partnership or Limited Liability Limited Partnership](#)
- [Nonprofit Corporation](#)

Select [here](#) for "contact type" instructions

Required Contact Type	Minimum
✓ Associated Individual	1

[Add New](#)

✓ Contact added successfully.

Showing 1-6 of 6

Full Name	Business Name	Contact Type	E-mail	Action
	Entity 1, LLC	Associated Entity	Fake@Fakeemail.com	Edit Delete
Person Number 1		Associated Individual	Fake@fakeemail.com	Edit Delete
Person Number 2		Associated Individual	Fakeemail@fakeemail.com	Edit Delete
Spouse of Person Number 1		Spouse	Fake@fake.com	Edit Delete
Spouse of Person Number 2		Spouse	Fake@fakeemail.com	Edit Delete
Person Number 3		Ten Percent or Less Individual		Edit Delete

[Save and resume later](#) [Continue Application](#)

## Main Applicant Entity Instructions

### Adult-Use Marijuana Establishment Licensing Application Process

- Has the main applicant entity been subject to taxation during the last 12 months? Select **Yes** or **No**.

**Subject to Taxation**

**SUBJECT TO TAXATION**

Has the entity been subject to taxation during the last 12 months:  Yes  No

- If you answered yes to the above question, select **Add a Row** as many times as necessary to list all federal, state, local, and foreign jurisdictions in which the main applicant entity was subject to taxation during the last 12 months.
- If the main applicant entity has not been subject to taxation during the last 12 months, do not add a row.

**Taxing Agencies**

**TAXING AGENCIES**

If you answered yes to the above question, list all federal, state, local, and foreign jurisdictions in which the entity was subject to taxation during the last 12 months. Add additional rows if necessary.

Showing 0-0 of 0

Taxing Agency	Type of Tax
No records found.	

Add a Row
Edit Selected
Delete Selected

- Enter **Taxing Agency**.
- Enter **Type of Tax**.
- Select **Submit**.

**TAXING AGENCIES**

If you answered yes to the above question, list all federal, state, local, and foreign jurisdictions in which the entity was subject to taxation during the last 12 months. Add additional rows if necessary.

\*Taxing Agency:  1

\*Type of Tax:  2

Submit
Cancel

## Main Applicant Entity Instructions

### Adult-Use Marijuana Establishment Licensing Application Process

- Answer the tax compliance question as it pertains to the main applicant entity by selecting **Yes** or **No**.

**Tax Compliance**

**TAX COMPLIANCE**

Has the entity ever been served with, or had filed against it, a complaint or other notice regarding the delinquent payment of any tax required under federal, state, local, or foreign jurisdictions:  Yes  No 

- If you answered yes to the above question, select **Add a Row** as many times as necessary to disclose the requested information for each delinquent tax payment.
- If you answered no to the above question, do not add a row.

**Tax Compliance**

**TAX COMPLIANCE**

If you answered yes to the above question, provide the requested information for each delinquent tax payment. Add additional rows if necessary.

Showing 0-0 of 0

Taxing Agency	Type of Tax	Tax Year	Amount
No records found.			

 **Add a Row** **Edit Selected** **Delete Selected**

- Enter **Taxing Agency**.
- Enter **Type of Tax**.
- Enter **Tax Year**.
- Enter **Delinquent Amount**.
- Select **Submit**.

**TAX COMPLIANCE**

If you answered yes to the above question, provide the requested information for each delinquent tax payment. Add additional rows if necessary.

\*Taxing Agency:  **1**

\*Type of Tax:  **2**

\*Tax Year:  **3**

\*Amount:  **4**

**Submit**  **Cancel**

- After disclosing the necessary information related to the main applicant entity's taxes, select **Continue Application**.



## Main Applicant Entity Instructions

### Adult-Use Marijuana Establishment Licensing Application Process

- Select **Yes** or **No** to the three Government Regulation questions.

#### Government Regulation

**GOVERNMENT REGULATION**

Is the entity subject to regulation by a public agency in any jurisdiction:  Yes  No

Does the entity hold any commercial licenses (Not including the license they are currently applying for):  Yes  No

Has the entity ever applied for or been granted any commercial license or certificate issued by a licensing authority in Michigan, or any other jurisdiction, that has been denied, restricted, suspended, revoked, or not renewed:  Yes  No

## Main Applicant Entity Instructions

### Adult-Use Marijuana Establishment Licensing Application Process

- Select **Add a Row** as many times as necessary to disclose the main applicant entity’s direct or indirect interest(s) in other marijuana business entities.
- If the main applicant entity does not have any other marijuana business interest(s), do not add a row.

#### Marijuana Business Interests

**MARIJUANA BUSINESS INTERESTS**  
Provide the requested information for any interest that the entity has in any other corporation, partnership, or other business entity that is directly or indirectly involved in the growing, processing, testing, transporting, or sale of marijuana. Add additional rows if necessary.

Showing 0-0 of 0

Marihuana Business Entity Name	License Number	State of Issuance	Country of Issuance
No records found.			

Add a Row
Edit Selected
Delete Selected

- Enter the **Marijuana Business Entity Name** in which the main applicant entity has business interest.
- Enter the **License Number** of the marijuana business entity in which the main applicant entity has business interest.
- Select the **State of Issuance**.
- Enter the **Country of Issuance**.
- Select **Submit**.

#### MARIJUANA BUSINESS INTERESTS

Provide the requested information for any interest that the entity has in any other corporation, partnership, or other business entity that is directly or indirectly involved in the growing, processing, testing, transporting, or sale of marijuana. Add additional rows if necessary.

**\* Marijuana Business Entity Name:**

**\* License Number:**

**State of Issuance:**

--Select--
▼

**\* Country of Issuance:**

Ex. Canada
▼

Submit

Cancel

## Main Applicant Entity Instructions

### Adult-Use Marijuana Establishment Licensing Application Process

- Select **Add a Row** as many times as necessary to disclose all commercial licenses or certificates held by the main applicant entity.
- If the main applicant entity does not hold any other commercial licenses or certificates, do not add a row.

**Commercial Licenses or Certificates**

**LICENSES OR CERTIFICATES**  
Provide the requested information for all commercial licenses or certificates held by the entity. Add additional rows if necessary.

Showing 0-0 of 0

License or Certificate Type	Issuing Agency	License Number or Other Identifying Number
No records found.		

Add a Row
Edit Selected
Delete Selected

- Enter the Commercial **License or Certificate Type** held by the main applicant entity.
- Enter the **Issuing Agency**.
- Enter the **License Number or Other Identifying Number**.
- Select **Submit**.

**LICENSES OR CERTIFICATES**  
Provide the requested information for all commercial licenses or certificates held by the entity. Add additional rows if necessary.

\* License or Certificate Type:  1

\* Issuing Agency:  2

\* License Number or Other Identifying Number:  3

Submit
Cancel

## Main Applicant Entity Instructions

### Adult-Use Marijuana Establishment Licensing Application Process

- Select **Add a Row** as many times as necessary to disclose all commercial licenses or certificates with which the main applicant entity has had an application or license denied, restricted, suspended, revoked, or not renewed.
- If the above does not apply to the main applicant entity, do not add a row.

#### Commercial Licenses or Certificates Denied, Restricted, Suspended, Revoked, or Not Renewed

##### LICENSES OR CERTIFICATES CONT.

Provide the following information for all commercial licenses or certificates with which the entity has had an application or license denied, restricted, suspended, revoked, or not renewed.

Showing 0-0 of 0

License or Certificate Type	Issuing Agency	License Number or Other Identifying Number	Action Taken	Date Action Taken	Reason for the Action
No records found.					

- Enter **License or Certificate Type**.
- Enter **Issuing Agency**.
- Enter **License Number or Other Identifying Number**.
- Enter **Action Taken**.
- Enter **Date Action Taken**.
- Enter **Reason for the Action**.
- Select **Submit**.

##### LICENSES OR CERTIFICATES CONT.

Provide the following information for all commercial licenses or certificates with which the entity has had an application or license denied, restricted, suspended, revoked, or not renewed.

\* License or Certificate Type:  
 1

\* Action Taken:  
 4

\* Issuing Agency:  
 2

\* Date Action Taken:  
 5

\* License Number or Other Identifying Number:  
 3

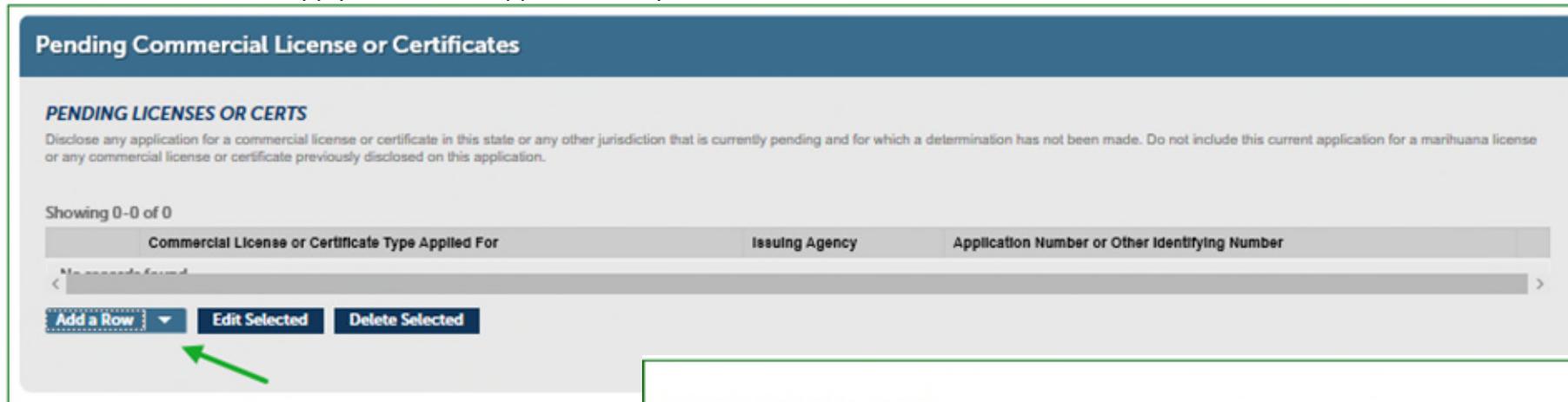
\* Reason for the Action:  
 6

spell check

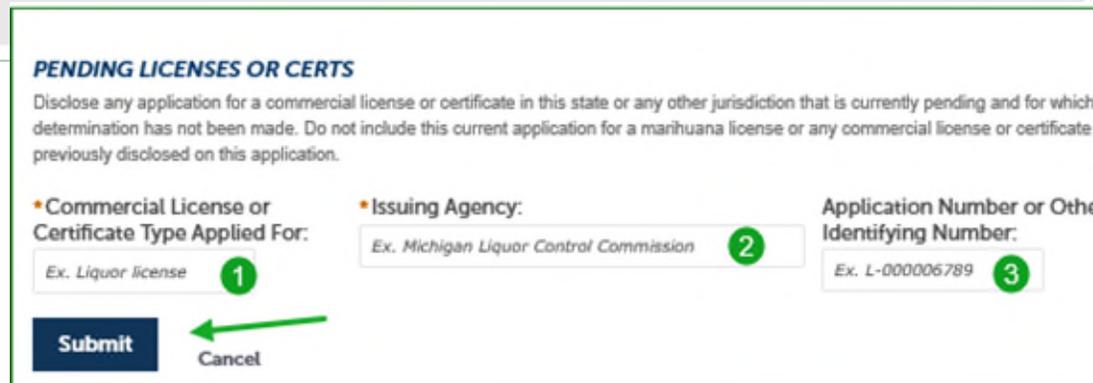
## Main Applicant Entity Instructions

### Adult-Use Marijuana Establishment Licensing Application Process

- Select **Add a Row** as many times as necessary to disclose any application for a commercial license or certificate in this state or any other jurisdiction that is currently pending and for which a determination has not been made. Do not include this current application for a marihuana license or any commercial license or certificate previously disclosed on this application.
- If the above does not apply to the main applicant entity, do not add a row.



- Enter the **Commercial License or Certificate Type Applied For**.
- Enter the **Issuing Agency**.
- Enter the **Application Number or Other Identifying Number**.
- Select **Submit**.



After disclosing the necessary information, select **Continue Application**.



# Main Applicant Entity Instructions

## Adult-Use Marijuana Establishment Licensing Application Process

- Has the main applicant entity been a party to any litigation during the past five years? Select **Yes** or **No**.

**Litigation History**

**LITIGATION HISTORY**

Has the entity been a party to any litigation during the past five years (e.g., fraud, environmental, food safety, alcohol, tobacco, labor, employment, worker's compensation, discrimination, and tax laws and regulations):

Yes  No

- Select **Add a Row** as many times as necessary to provide the requested information for all litigation related to the main applicant entity (e.g., fraud, environmental, food safety, alcohol, tobacco, labor, employment, worker's compensation, discrimination, and tax laws and regulations), pending or concluded, for the past five years.
- If the above does not apply to the main applicant entity, do not add a row.

**Litigation History**

**LITIGATION HISTORY**

If you answered yes to the above question, provide the requested information for all litigation related to the entity (e.g., fraud, environmental, food safety, alcohol, tobacco, labor, employment, worker's compensation, discrimination, and tax laws and regulations), pending or concluded, for the past 5 years. Add additional rows if necessary.

Showing 0-0 of 0

Name of Court	Location of Court	Case Caption	Docket/Case No.	Cause of Action
No records found				

Add a Row
Edit Selected
Delete Selected

- Enter **Name of Court**.
- Enter **Location of Court**.
- Enter **Case Caption**.
- Enter **Docket/Case No.**
- Enter **Cause of Action**.
- Select **Submit**.

**LITIGATION HISTORY**

If you answered yes to the above question, provide the requested information for all litigation related to the entity (e.g., fraud, environmental, food safety, alcohol, tobacco, labor, employment, worker's compensation, discrimination, and tax laws and regulations), pending or concluded, for the past 5 years. Add additional rows if necessary.

\* Name of Court:  1

\* Location of Court:  2

\* Case Caption:  3

\* Docket/Case No.:  4

\* Cause of Action:  5

Submit
Cancel

## Main Applicant Entity Instructions

### Adult-Use Marijuana Establishment Licensing Application Process

- If the main applicant entity has any litigation that is currently initiated or pending, use the free form text box to provide a brief explanation regarding the allegations of the case.

**Pending Litigation**

**PENDING LITIGATION**

For any cases that are currently initiated or pending, provide a brief explanation regarding the allegations of the case:

spell check



- Utilize the free form text box to disclose any charges or government investigations, whether initiated, pending, or concluded, related to the entity's business operations unless they have been previously disclosed on this application.

**Charges and Investigations**

**CHARGES AND INVESTIGATION S**

Disclose any charges and government investigations, whether initiated, pending, or concluded, related to the entity's business operations unless they have been previously disclosed on this application (e.g., fraud, environmental, food safety, alcohol, tobacco, labor, employment, worker's compensation, discrimination, and tax laws and regulations):

spell check



- After disclosing the necessary information, select **Continue Application**.

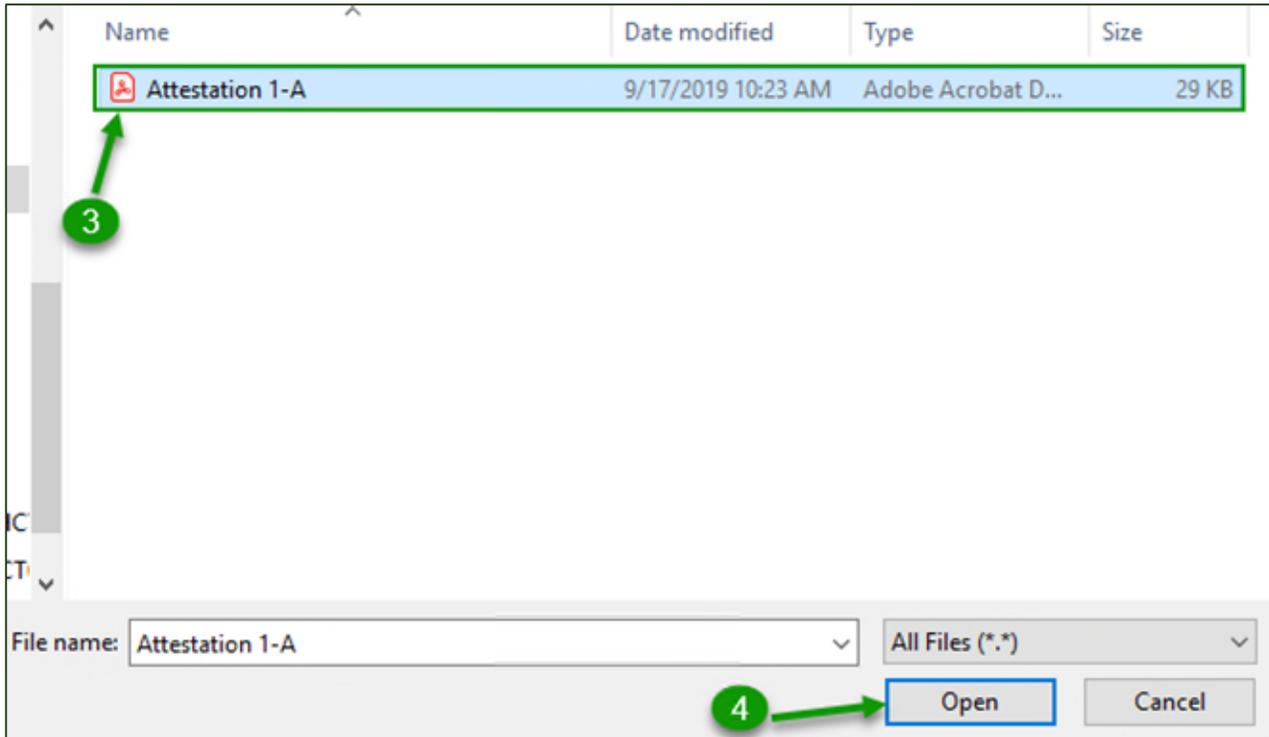




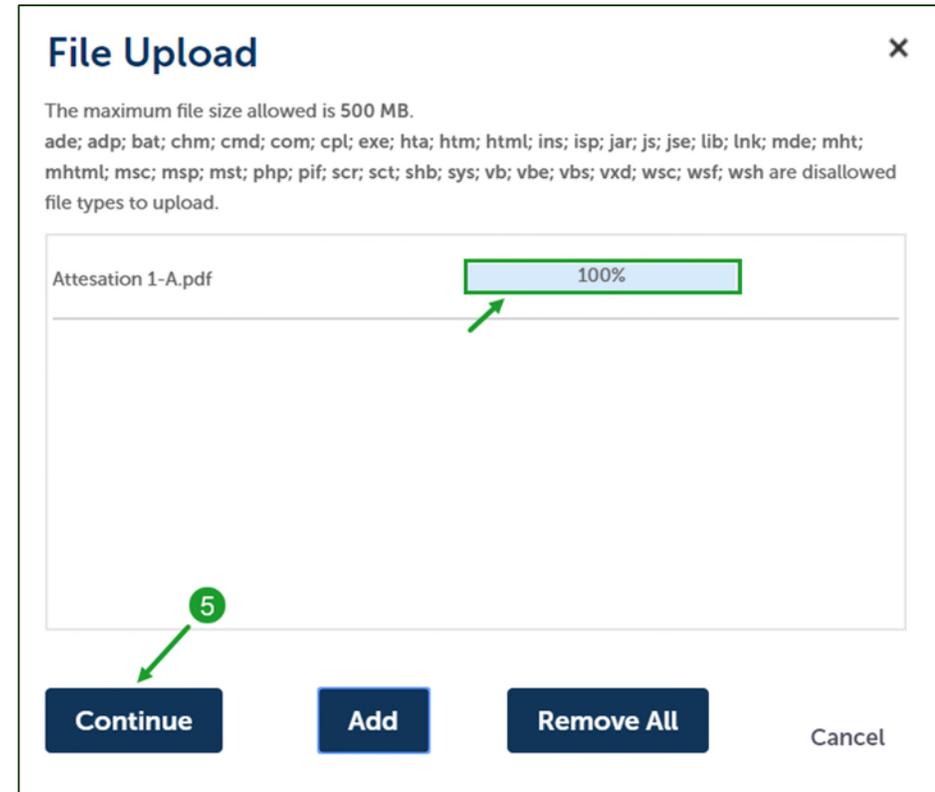
## Main Applicant Entity Instructions

### Adult-Use Marijuana Establishment Licensing Application Process

- **Select** and **Open** the file(s) you wish to upload.
  - Attachments should be uploaded in PDF format.
  - Files should be named according to their document type. For example, the Attestation 1-A PDF should be named "Attestation 1-A".



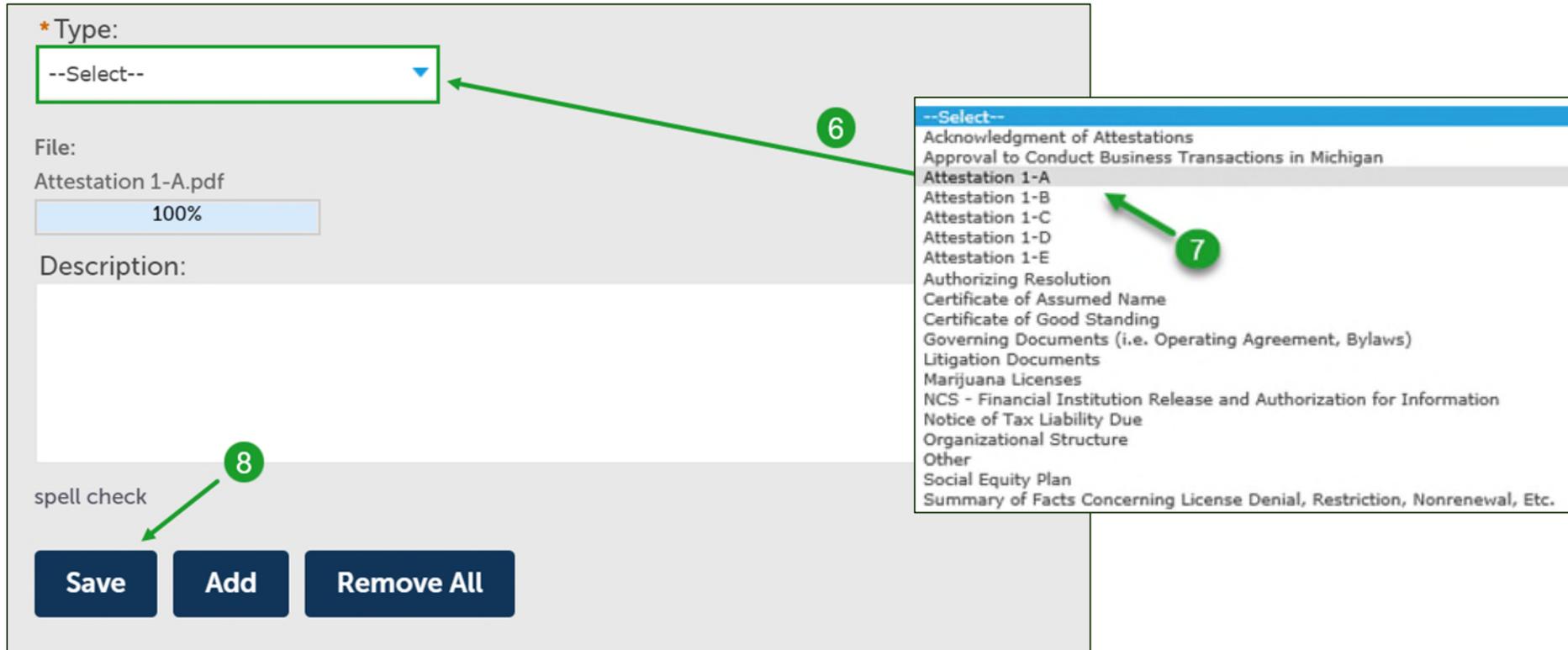
- Confirm the file(s) are 100% uploaded and select **Continue**.



## Main Applicant Entity Instructions

### Adult-Use Marijuana Establishment Licensing Application Process

- Select document **Type**.
  - All documents on the checklist have a corresponding type. You must choose the corresponding document type for each document that is uploaded. For example, when uploading Attestation 1-A, you must select the “Attestation 1-A” type.
- Select **Save**.
- **You must repeat the process depicted for Attestation 1-A for all applicable documents on the checklist.**



The screenshot shows a web form for uploading documents. It includes a dropdown menu for selecting a document type, a file upload area showing 'Attestation 1-A.pdf' at 100% completion, and a description field. At the bottom, there are 'Save', 'Add', and 'Remove All' buttons. A 'spell check' link is also present. A dropdown menu is open, showing a list of document types. Three green callouts with numbers 6, 7, and 8 are overlaid on the form. Callout 6 points to the 'Type' dropdown menu. Callout 7 points to the 'Attestation 1-A' option in the dropdown menu. Callout 8 points to the 'Save' button.

\*Type:  
--Select--

File:  
Attestation 1-A.pdf  
100%

Description:

spell check

Save Add Remove All

--Select--  
Acknowledgment of Attestations  
Approval to Conduct Business Transactions in Michigan  
Attestation 1-A  
Attestation 1-B  
Attestation 1-C  
Attestation 1-D  
Attestation 1-E  
Authorizing Resolution  
Certificate of Assumed Name  
Certificate of Good Standing  
Governing Documents (i.e. Operating Agreement, Bylaws)  
Litigation Documents  
Marijuana Licenses  
NCS - Financial Institution Release and Authorization for Information  
Notice of Tax Liability Due  
Organizational Structure  
Other  
Social Equity Plan  
Summary of Facts Concerning License Denial, Restriction, Nonrenewal, Etc.

# Main Applicant Entity Instructions

## Adult-Use Marijuana Establishment Licensing Application Process

- After all applicable documents have been uploaded and **their corresponding document types have been selected and saved**, select **Continue Application**.

**Attachment**

Please attach the following documents:

Attestations [Link to Attestations](#)

- Attestation 1-A – Acknowledgment, Agreement, & Consent
- Attestation 1-B – Verification & Affidavit of Full Disclosure
- Attestation 1-C – Authorization to Release Information
- Attestation 1-D – Acknowledgment of Federal Law & Release of Liability
- Attestation 1-E – Confirmation of Tax Compliance
- Acknowledgment of Attestations (signed and notarized)

Entity Information Documents

- Copy of Governing Documents (e.g., Operating Agreement, Bylaws)
- Certificate of Good Standing
- Approval to Conduct Business Transactions in Michigan (if applicable)
- Certificate of Assumed Name (if applicable) (obtained from LARA Corporations Division)
- Copy of Organizational Structure (required for main entities; not required for supplemental entities) [Requirements/Example](#)
- Authorizing Resolution
- Social Equity Plan (required for main entities; not required for supplemental entities)

Regulation Documents

- Copy of Marijuana Licenses (if applicable)
- Summary of Facts and Circumstances Concerning License Denial, Restriction, Revocation, Suspension, or Nonrenewal (if applicable)

Tax Compliance Documents

- Copy of Notice of Tax Liability Due (if applicable)

Litigation Documents

- Copy of Litigation Documentation (if applicable)

\*All applicable items on the checklist are required to be provided at the time of application submission.  
\*Failure to submit any of the required items may result in the denial of your application.

The maximum file size allowed is 500 MB.  
ade,adp,bat;chm;cmst;com;cpk;exe;hta;html;ins;isp;jar;jse;lib;lnk;mde;mht;mhtml;msc;msp;msi;php;pdf;scr;scx;shb;sys;vbs;vbs;vxd;wsc;wsf;wnh are disallowed file types to upload.

Name	Type	Size	Latest Update	Action
Attestation 1-A.docx	Attestation 1-A	14.07 KB	02/05/2021	Actions ▾
Attestation 1-B.docx	Attestation 1-B	14.12 KB	02/05/2021	Actions ▾
Attestation 1-C.docx	Attestation 1-C	14.13 KB	02/05/2021	Actions ▾
Attestation 1-D.docx	Attestation 1-D	14.13 KB	02/05/2021	Actions ▾
Attestation 1-E.docx	Attestation 1-E	14.14 KB	02/05/2021	Actions ▾

## Main Applicant Entity Instructions

### Adult-Use Marijuana Establishment Licensing Application Process

- **Check** the box certifying that you understand:
  - The Cannabis Regulatory Agency will begin reviewing this application for prequalification when a nonrefundable application payment is submitted.
  - An email notification will be sent to the person completing the application containing instructions that detail how and when a main applicant entity should submit payment.
- Select **Continue Application**.

#### PAYMENT ACKNOWLEDGMENT

**PAYMENT ACKNOWLEDGMENT**  
I understand that the Marijuana Regulatory Agency will begin reviewing this application for prequalification when a nonrefundable application payment is submitted. Further, I understand that an email notification will be sent to the person completing the application containing instructions that detail how and when a main applicant should submit payment. Please note that payment is not required for the submission of supplemental applications.

By selecting this checkbox, I certify that I have read and understand the above instructions that accompany this application:

[Save and resume later](#) [Continue Application](#)

## Main Applicant Entity Instructions

### Adult-Use Marijuana Establishment Licensing Application Process

- After reviewing the main applicant entity application, **Check** the box to electronically sign and file the application thus certifying that the application is true, complete, correct, and that no material information has been omitted.
- Select **Continue Application** to submit the application.

### PAYMENT ACKNOWLEDGMENT

PAYMENT ACKNOWLEDGMENT Edit

By selecting this checkbox, I certify that I have read and understand Yes the above instructions that accompany this application:

I certify that I have read and understand the instructions that accompany this application and that the statements made as part of this application are true, complete, and correct and that no material information has been omitted. By checking the box below, I understand and agree that I am electronically signing and filing this application.

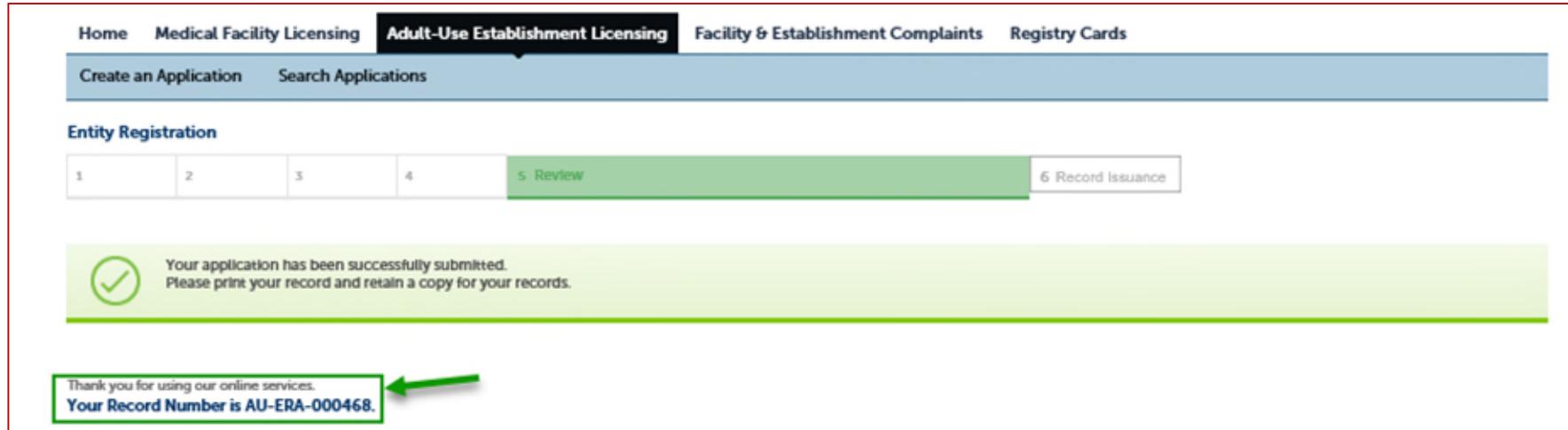
By checking this box, I agree to the above certification. Date: 02/10/2021

Save and resume later Continue Application

## Main Applicant Entity Instructions

### Adult-Use Marijuana Establishment Licensing Application Process

- The main applicant entity application has now been submitted. Retain a copy of the record number.

A screenshot of the Cannabis Regulatory Agency's website. The navigation bar includes "Home", "Medical Facility Licensing", "Adult-Use Establishment Licensing" (highlighted), "Facility & Establishment Complaints", and "Registry Cards". Below the navigation bar are links for "Create an Application" and "Search Applications". The "Entity Registration" section shows a progress bar with six steps: 1, 2, 3, 4, 5 Review (highlighted in green), and 6 Record Issuance. A green success message states: "Your application has been successfully submitted. Please print your record and retain a copy for your records." At the bottom, a box contains the text: "Thank you for using our online services. Your Record Number is AU-ERA-000468." A green arrow points to this record number.

## Main Applicant Entity Instructions

### Adult-Use Marijuana Establishment Licensing Application Process

- The person completing the application and the main applicant entity will receive the below email containing:
  - The prequalification application number of the main applicant entity.
  - The application name.
  - Instructions regarding how and when to submit payment.
  - Instructions regarding how to track the status of submitted applications in real time.

Dear Entity 1, LLC

You have submitted a main application for prequalification. The application number is below. Make sure to retain this number for your records.

Prequalification Application Number: AU-ERA-000468

Application Name: Entity 1, LLC

#### **IMPORTANT INFORMATION REGARDING PAYMENT AND APPLICATION REVIEW**

- **DO NOT submit payment until ALL supplemental prequalification applications have been submitted.** If payment is received before all supplemental applications are submitted, a notice of deficiency will be sent stating that you have 5 days to submit all supplemental applications or your application may be denied. [General Overview – Application Process](#)
- The Cannabis Regulatory Agency will begin to process your application once a \$3000 prequalification application payment is received. [Payment Instructions](#)

You can view the main application status under the MY RECORDS tab on the citizen portal. [Application Statuses](#)

Thank you,

Cannabis Regulatory Agency  
Adult-Use Licensing  
(517) 284-8599  
CRA-AdultUseLicensing@michigan.gov  
www.michigan.gov/cra



**Main Applicant Entity Instructions**  
**Adult-Use Marijuana Establishment Licensing Application Process**

**Cannabis Regulatory Agency**  
**Phone:(517) 284-8599**  
**Website: [www.michigan.gov/cra](http://www.michigan.gov/cra)**  
**Email: [CRA-Adult-Use-Marijuana@Michigan.gov](mailto:CRA-Adult-Use-Marijuana@Michigan.gov)**