



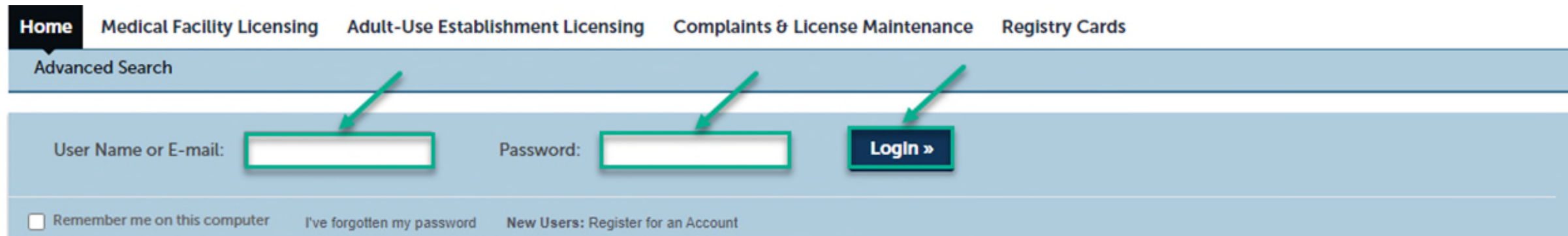
Verifying the Licensee's AFS Due Date

**Cannabis Regulatory Agency
517-284-8599
mi.gov/afs
CRA-AFS@michigan.gov**

Verifying the Licensee's AFS Due Date Instructions

To begin the process of verifying a licensee's AFS due date, go to the online portal. [Link to Online Portal](#)

- Enter **User Name or E-mail** of an account that has access to the license record you are seeking to submit an AFS for.
 - If you do not have an online account or are unable to access the license record you are seeking to submit an AFS for, please contact CRA-Amendments@michigan.gov to request assistance gaining online access.
- Enter **Password**.
- Select **Login**.

A screenshot of the online portal's login page. At the top, there is a navigation menu with links for "Home", "Medical Facility Licensing", "Adult-Use Establishment Licensing", "Complaints & License Maintenance", and "Registry Cards". Below the menu is a light blue header bar with the text "Advanced Search". The main login area contains three fields: "User Name or E-mail:" followed by a white input box, "Password:" followed by a white input box, and a dark blue "Login »" button. Three green arrows point to each of these three elements. At the bottom of the login area, there is a checkbox labeled "Remember me on this computer", a link "I've forgotten my password", and a link "New Users: Register for an Account".

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- Select *Complaints & License Maintenance*.



The screenshot shows a navigation menu with the following items: Home, Medical Facility Licensing, Adult-Use Establishment Licensing, Complaints & License Maintenance (highlighted with a red box and a red arrow), and Registry Cards. Below these are Dashboard, My Records, My Account, and Advanced Search.

Hello, [REDACTED]

- The Expiration Date listed for the Financial Compliance Record is the next AFS due date for the licensee, unless otherwise required by the CRA.

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<input type="checkbox"/>	Record Number	Record Type	Licensee Name	Expiration Date	Status	Action
<input type="checkbox"/>	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
<input type="checkbox"/>	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
<input type="checkbox"/>	FCR-[REDACTED]	Financial Compliance Record	[REDACTED]	06/30/2025	FCR Active	[REDACTED]

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- Please note, an expiration date of 12/31/2099 means that the licensee has not yet been assigned to a due date.

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<input type="checkbox"/>	Record Number	Record Type	Licensee Name	Expiration Date	Status
<input type="checkbox"/>	FCR- [REDACTED]	Financial Compliance Record	[REDACTED]	12/31/2099	FCR Active

- Each licensed entity has been assigned a financial compliance record (FCR) number designated by FCR-XXXXXX.
- Licensees with medical facilities and adult-use establishments share the same FCR record number.
- Licensees will receive a notice via email from CRA-AFS@michigan.gov six months before their required AFS report is due, to remind them of their filing requirement. The notice will specify the due date, reporting period, and licenses that are to be included in the AFS report.



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