



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 sign-in page. At the top, there is a navigation bar with links: Home, Medical Facility Licensing, Adult-Use Establishment Licensing, Complaints & License Maintenance, and Registry Cards. Below the navigation bar is an "Advanced Search" field. The main section is titled "Sign In" and contains two input fields: "USERNAME OR EMAIL: *" and "PASSWORD: *". Three red arrows point to these fields. Below the password field is a link for "Forgot Password?". A large green button labeled "SIGN IN" is positioned below the input fields. At the bottom of the sign-in section is a checkbox labeled "Remember me on this device". Below the sign-in section, there is a link for "Not Registered? CREATE AN ACCOUNT".

Home Medical Facility Licensing Adult-Use Establishment Licensing Complaints & License Maintenance Registry Cards

Advanced Search

Sign In

USERNAME OR EMAIL: *

PASSWORD: *

[Forgot Password?](#)

SIGN IN

Remember me on this device

Not Registered?
[CREATE AN ACCOUNT](#)

Verifying the Licensee's AFS Due Date Instructions

- Select **Complaints & License Maintenance**.
- The Expiration Date listed for the Financial Compliance Record is the next AFS due date for the licensee, unless otherwise required by the CRA.

Home Medical Facility Licensing Adult-Use Establishment Licensing **Complaints & License Maintenance** Registry Cards

[Click here to Enter a Complaint](#)

Records

Reporting Form Applications
To submit a reporting form, follow this link [Reporting Form](#).
If you have any questions regarding the reporting form process, please email us at CRA-Amendments@michigan.gov.

Amendment Applications
If you are seeking to submit a proposed change to a prequalified application or a licensed facility/establishment, follow this link [Amendment Application](#).
For more information on how to complete the amendment application and the required documentation, follow this link [Amendment Information](#).
If you have any questions regarding the amendment process, please email us at CRA-Amendments@michigan.gov.

Showing 1-3 of 3 | [Download results](#) | [Add to collection](#)

<input type="checkbox"/>	Record Number	Record Type	Licensee Name	Expiration Date	Status	Action
<input type="checkbox"/>	FCR-██████	Financial Compliance Record	██████████	06/30/2024	FCR Active	

Verifying the Licensee's AFS Due Date Instructions

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

Showing 1-10 of 10 | [Download results](#) | [Add to collection](#)

<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.



517-284-8599

CRA-AFS@michigan.gov

mi.gov/afs