

Application Status

General Overview

Applicants can track the status of submitted applications in real-time by utilizing the status column within their Accela Citizen Access (ACA) account. To track the status of submitted applications, after logging in, select the **Adult-Use Establishment Licensing** tab. The status of each application submitted from the account is depicted in the status column. A description of each status can be found on pages 2 and 3 of this document.

| Home Medical Facility Licensing Adult-Use Establishment Licensing Facility & Establishment Complaints Registry Cards | | | | | | |
|--|---------------|--------------------------------------|--------------------------|---------|-----------------|-------------------------------|
| Create an Application | | Search Applications | | | | |
| Records | | | | | | |
| Showing 1-9 of 9 Download results Add to collection | | | | | | |
| <input type="checkbox"/> | Record Number | Record Type | Licensee Name | Address | Expiration Date | Status |
| <input type="checkbox"/> | AU-ERA-000353 | Entity Registration | Entity 1, LLC | | | Received |
| <input type="checkbox"/> | AU-ERA-000354 | Entity Registration | Entity 2, LLC | | | Application Intake |
| <input type="checkbox"/> | AU-IRA-000249 | Supplemental Individual Registration | Individual One | | | Application Review |
| <input type="checkbox"/> | AU-ERA-000355 | Entity Registration | Entity 3, LLC | | | Awaiting Documentation |
| <input type="checkbox"/> | AU-IRA-000250 | Supplemental Individual Registration | Individual Two | | | Background Review |
| <input type="checkbox"/> | AU-IRA-000251 | Supplemental Individual Registration | Individual Three | | | Additional Info Requested |
| <input type="checkbox"/> | AU-IRA-000252 | Supplemental Individual Registration | Individual Five | | | Pending Prequal Determination |
| <input type="checkbox"/> | AU-IRA-000253 | Supplemental Individual Registration | Spouse of Individual Two | | | Prequalification Approved |

Step 1: Prequalification

Received: The application has been received by the Cannabis Regulatory Agency (CRA).

Application Intake: The CRA application intake section is organizing the application and confirming the main application and supplemental applications are correctly linked. For applications received via paper, the CRA is also sorting the paper and capturing the application as a digital record.

Application Review: An analyst in the adult-use licensing section is reviewing the application.

Awaiting Documentation: A notice of deficiency is sent via email to the person completing the application detailing all missing application material. The applicant must submit all missing information or proof that the deficiency is corrected in its entirety to the CRA within 5 calendar days.

Background Review: Applicant individuals are undergoing a criminal and financial background check. Applicant entities are undergoing a financial background check.

Additional Info Requested: As a result of information discovered during background review, an additional notice of deficiency is sent via email to the person completing the application. The applicant must submit all missing information or proof that the deficiency is corrected in its entirety to the CRA within 5 calendar days.

Pending Prequal Determination: The CRA is determining if the applicant has achieved prequalification status.

Prequalification Approved: The applicant has achieved step 1 prequalification status.

Prequalification Denied: The applicant's step 1 prequalification application is denied.

Withdrawn: The step 1 prequalification application has been withdrawn by the applicant.

Idle Supplemental: If a main applicant step 1 prequalification application is withdrawn or denied, its supplemental applicants are placed into the "idle supplemental" status. If the supplemental applicant applies in support of another main applicant, the supplemental applicant will be removed from the "idle supplemental" status and returned to the appropriate status.

Step 2: Licensing

Received: The application has been received by the CRA.

Application Review: An analyst in the adult-use licensing section is reviewing the application.

Awaiting Documentation: A notice of deficiency is sent via email to the person completing the application detailing missing application material. The applicant must submit all missing information or proof that the deficiency is corrected in its entirety to the CRA within 5 calendar days.

Inspection Requested: The adult-use licensing section informs the CRA field operations section that the applicant is ready to begin the inspection process. An CRA field operations inspector will contact the applicant to schedule a pre-licensure inspection.

Pending License Determination: The CRA is determining if the application for licensure is approved or denied.

Approved – Pending Payment: The application for licensure is approved pending payment of the initial licensure fee. The applicant has 10 calendar days to pay the initial licensure fee.

License Issued: The license has been issued.

License Denied: The license has been denied.

Withdrawn: The step 2 licensing application has been withdrawn by the applicant.

Pending Step 1 Application: The step 2 licensing application was received before the step 1 prequalification application(s). The step 1 prequalification application(s) and the \$3,000 nonrefundable application fee must be submitted.