

Verify a License How to Use Verify a License for Medical Facilities

Cannabis Regulatory Agency 517-284-8599 mi.gov/cra CRA-MMFLRenewals@michigan.gov



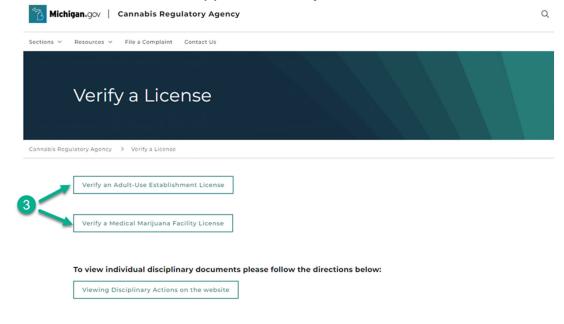
How to Use Verify a License for Medical Facilities

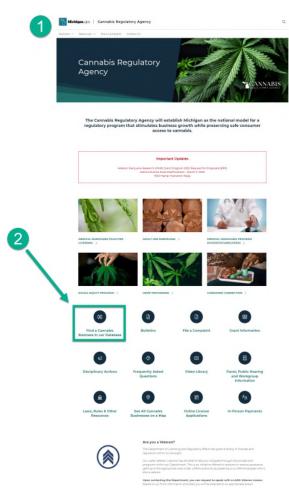
Locating Verify a License

Direct Link: Verify a License - MMFL

From the CRA Website:

- 1. Go to www.Michigan.gov/CRA.
- 2. Locate and select the Find a Cannabis Business in our Database link.
- 3. Select the link to the applicable Verify a License search.

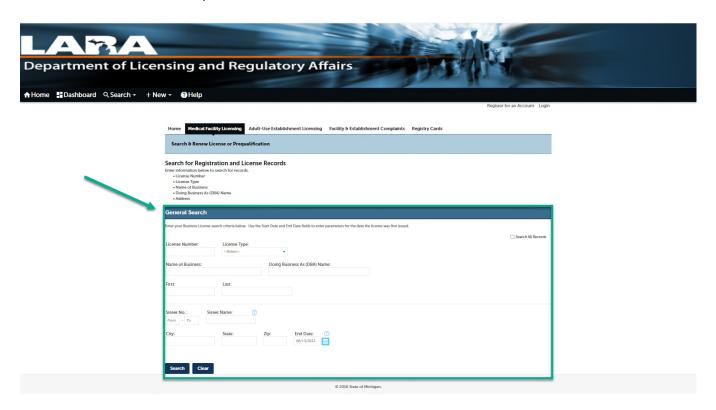






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4. The Accela General Search will open:





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The Verify a License search is used to locate prequalified and licensed marijuana businesses in Michigan. If a business does not appear on Verify a License, you may need to search using different criteria. If, after using multiple criteria to search, a marijuana business cannot be located on Verify a License, the business likely is not prequalified and/or not licensed as a marijuana business in Michigan.

Utilize the General Search to locate the party in question. Records can be found by entering any of the following information:

- License Number
- License Type
- Name of Business
- Doing Business As (DBA) Name
- First
- Last
- Street Number and/or Street Name
- City
- State
- Zip Code

No fields are required to be completed to search; zero to all fields can be utilized. When you have entered the desired criteria, select Search.





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A search that results in a single record will open the Record Details of the license. The search result will show the following fields:

- 1. License Number ("License")
- 2. License Type
- 3. Record Status (see page 9)
- 4. Expiration Date

Under Record Details, the following fields will show:

- 5. Record Name
 - A. Business Name
 - B. Public Documents Available (if applicable see page 7)
- 6. More Details (if applicable see page 6)





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If the page shows a More Details section, the licensee has a public contact on record. To view the public contact information:

- 1. Select the arrow next to More Details. Related Contacts will open below.
- 2. Select the plus sign next to Related Contacts. The Public Contact Information will open below.





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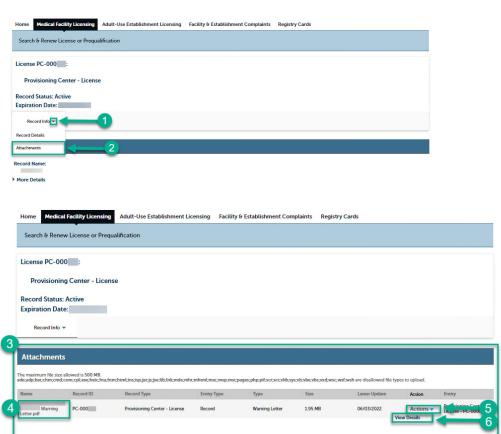
If "Public Documents Available" is indicated under the Record Name section, the licensee has disciplinary action documents available.

To view the public documents:

- Select the arrow next to Record Info. The menu will expand below.
- 2. Select Attachments.
- 3. The Attachments table will load.
- 4. Select the document you wish to view by clicking the document Name. The document will automatically download.

To view additional document details:

- 5. Select Action. The Action options will open.
- 6. Select View Details. The Document Details window will open with additional file details.



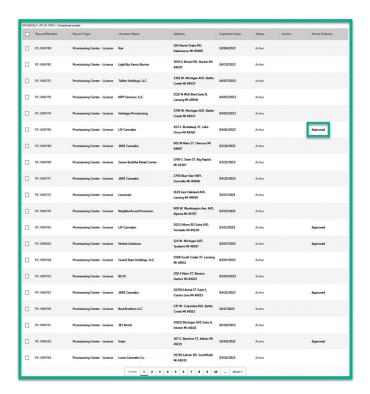


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A broader search may result in multiple records.

For medical facility licenses, multiple records will show on a table that includes the following information:

- Record Number (License Number)
- Record Type (License Type)
- License Name
- Address
- Expiration Date
- Status
- Action
- Home Delivery
 - If a provisioning center is approved for home delivery, this section will indicate "Approved".





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The following statuses exist for medical facility licenses on Verify a License:

Active

• A record with an Active status indicates the entity and/or location holds a valid medical facility license.

Active – Late Renewal

A record with an Active – Late Renewal status indicates the entity and/or location holds medical facility
license that did not submit a renewal application by the license expiration date but is operating under the 60day late renewal period pursuant to the Marihuana Licenses rule set.

Active – Main Applicant

• A record with an Active – Main Applicant status indicates the entity has been grated prequalification status.

Closed

A record with a Closed status indicates a license that is no longer valid.

• Closed - Pending METRC

 A record with a Closed – Pending METRC status indicates the license is in the process of closing and reconciling their existing inventory in the statewide marijuana monitoring system (METRC).

Suspended

• A record with a Suspended status indicates a license that is currently suspended due to disciplinary action.



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