



ADVISORY BULLETIN

September 16, 2022

CRA Guidance on How to Make Compliance Order Payments Online

The intent of this bulletin is to announce an online option for Cannabis Regulatory Agency (CRA) licensees to pay fines based on disciplinary action final orders, including consent orders and stipulations.

The first step in the process is for the licensee to designate a payor who has an Accela Citizens Access account; this designee must be confirmed with CRA's Legal Section as the individual who will be making the payment. After the licensee names a designee to pay the fines, this individual will have access to the link for online payment.

After the effective date of the final order, the licensee's designated agent can log into their account in Accela and pay the fine. If preferred, payments can still be made by check or money order by sending it through regular first-class mail.

Please contact the CRA's Legal Section at 517-284-8599 or CRA-Legal@michigan.gov for any questions.

Instructions on how to pay the fine online:

- 1. Go to the Accela online portal:**
<https://aca-prod.accela.com/MIMM/Default.aspx>.
- 2. Click on Complaints & License Maintenance.**



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3. Click on Pay Fees Due.

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

Click here to Enter a Complaint

Records

Showing 1-1 of 1 | Download results | Add to collection

<input type="checkbox"/>	Record Number	Record Type	Licensee Name	Expiration Date	Status	Action
<input type="checkbox"/>	ENF-21-00021	Enforcement Record			Monitoring COS Terms	Pay Fees Due

4. Click on Continue Application.

Listed below are preliminary fees based upon the information you've entered.

The following screen will display your total fees.

Application Fees

Fees	Qty.	Amount
Legal Fines for MMFL Secure Transporter	25000	\$25,000.00

TOTAL FEES: \$25,000.00

Continue Application »

5. Choose your method of payment and click Next.





* Indicates required field

Choose method of payment

Pay by electronic check

* Account Type:

Pay by credit card

Back **Next** **Exit**

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6. Add the required information and click Next.

* Indicates required field

Billing Address	
<input type="checkbox"/> Use Business Name	
*First Name:	<input type="text"/>
M T:	<input type="checkbox"/>
*Last Name:	<input type="text"/>
Street Line 1:	<input type="text"/>
Street Line 2:	<input type="text"/>
City:	<input type="text"/>
State:	Select State <input type="button" value="v"/>
Zip:	<input type="text"/>
Country:	UNITED STATES <input type="button" value="v"/>
Phone:	<input type="text"/>
*E-Mail:	<input type="text"/>
Payment Details	
*Payment Amount: 25000.00 USD	
Payment Method	
*Name on Card:	<input type="text"/>
*Card Number:	<input type="text"/>
*Expiration Date:	* Month <input type="button" value="v"/>
	* Year <input type="button" value="v"/>
*Card Verification Value(CVV2):	<input type="text"/> What's This?
<input type="button" value="Back"/> <input type="button" value="Next"/> <input type="button" value="Exit"/>	

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7. Click Pay Now.

Address

Billing Address:

Payment Method

Credit Card 
SOM
x1111 11/24

Payment Amount

Amount: 25000.00 USD

Total: 25000.00 USD


[Back](#) [Pay Now](#) [Exit](#)

8. After clicking Pay Now you will get a confirmation that you paid a fee associated with the Record. Save a copy of the confirmation page for your records.

[Home](#) [Medical Facility Licensing](#) [Adult-Use Establishment Licensing](#) [Complaints & License Maintenance](#) [Registry Cards](#)

[Click here to Enter a Complaint](#)

Submit Complaint

 You have paid a fee associated to this Record.
Please print a copy of this receipt and retain a copy your records.

Thank you for using our online services.
Your Record Number is ENF-21-00021.

[Print/View Receipt](#)

[View Record Details >](#) (You must post the record in the work area.)