

Medical Marihuana Facilities License Application Process

The purpose of this bulletin is to advise the public and potential medical marihuana facility applicants of the Bureau of Medical Marihuana Regulation's (BMMR) intended application process. This bulletin is only for advisory purposes and is subject to change.

Beginning December 15, 2017, applicants will be able to submit an online or a paper form application to the Bureau. Both the paper and online application will require the same documentation and information.

The Bureau intends to utilize a two-step application process for medical marihuana facility licensing. The two-step process will allow applicants to begin the application process while still seeking a location for the marihuana facility. Applicants also have the option of submitting step one and step two materials at the same time.

The first step in this application process will be called "prequalification." Prequalification will include a full background investigation of all applicants and their affiliates. The background investigation includes, but is not limited to, review of an applicant's criminal and financial history, regulation and taxation compliance, and business litigation history. BMMR will require applicants to be fingerprinted during prequalification review.

At a minimum, the Bureau intends to request the following information and documentation from applicants during prequalification:

- Name and contact information for person completing the application and the individual or entity seeking licensure.
- Name, contact information, and percentage of interest for persons or businesses with an interest in the applicant.
- Supporting documentation demonstrating the applicant's business status, financial position, regulatory compliance, criminal history information, and taxation history.
- This includes, but is not limited to: company bylaws, business registration documents, prior or existing regulatory licenses, W2s, and financial institution statements.
- Signed and notarized attestation statements affirming full disclosure and consenting to the BMMR background investigation process.

The second step of the application process is the "license application." BMMR intends to request information specific to the license type sought (grower, processor, provisioning center, safety compliance facility, or secure transporter). At a minimum, the Bureau intends to request the following information and documentation during the second step of the application process:

- Municipality approval and copy of the municipality's authorizing ordinance.
- Technology, staffing, marketing, inventory, security and recordkeeping plans.
- Depictions of the marihuana facility floor plans and layout of facility premises.
- Proof of insurance, bond, or securities for the facility.

This bulletin does not constitute legal advice and is subject to change. It is intended to be advisory only, in anticipation of the Department of Licensing and Regulatory Affairs' promulgation of emergency rules consistent with statutory requirements. Potential licensees are encouraged to seek legal counsel to ensure their licensure applications and operations comply with the Medical Marihuana Facilities Licensing Act and associated administrative rules.

- More information on BMMR can be found at the bureau's website: www.michigan.gov/bmmr
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