



**Documentation Required for a Change of Location.** Please note additional documentation may be requested upon review.

- [Licensed Entity - Change in Location Form](#)
- [Facility License Application](#)
- Copy of Certificate of Occupancy
- Copy of Deed or Lease Agreement
- Copy of Insurance – Premises Liability and Casualty (e.g., insurance policy, constant value bond)
- Copy of Marijuana Business Location Plan complying with Rule 8 in the Marijuana Licenses Rule Set (R 420.8)
- Copy of Business Plan
  - Technology Plan
  - Marketing Plan
  - Staffing Plan
  - Inventory and Recordkeeping Plan
- Copy of Certified Mail Receipt
  - Letter that was sent via Certified Mail
- Certificate of Assumed Name (if applicable)