



Amendment Required Documentation. Please note additional documentation may be requested upon review.

Documentation Required for Entity Purchase:

- Change of Ownership form with supporting documentation
 - [Entity: Change of Ownership Form](#)
 - [Ownership Change Instructions](#)
- Purchase Agreement
- Proof of Payment/Sale

Documentation Required for an Asset Purchase:

- [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 Floor Plan
- 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)
- Documents Related to Transfer of Ownership (if applicable)
- Purchase Agreement
- Proof of Payment/Sale