



Completed applications must be submitted to:

County Executive Office
800 S. Victoria Ave, Fourth Floor
Ventura, CA 93009-1940
Telephone (805) 654-2681

OFFICE USE ONLY	
Application Submittal Date	
Application Fee	
Accepted By	
Filed at least 60-days prior to Exp Date?	

CANNABIS BUSINESS LICENSE RENEWAL APPLICATION

Legal Name of Licensed Entity		DBA	
Premises Address		City	State Zip
Licensee Mailing Address		City	State Zip
Ventura County Business License Number	Exp Date	State of CA Cannabis License Number(s)	State License Issuance Date
Type of Cannabis Establishment (Select All That Apply)			
☐ Cultivation ☐ Nursery ☐ Distribution ☐ Processing			
Has any of the documentation and information supplied by the applicant pursuant to the applicant's most recent application changed? ☐ Yes, supplemental information is included within this application describing such changes to the applicant's documentation and/or information on file and the updated information and/or documentation is attached. ☐ No, all information is current as of the most recent application.			

The following items must be submitted with your cannabis business license application.

Applications will not be approved without them.

Submittal Requirements	Description of Submittal Requirements
Cannabis License Renewal Application	Completed, signed, and returned (<i>this form</i>).
Commercial Cannabis Zoning Clearance	Copy of the Commercial Cannabis Zoning Clearance issued by the Planning Division
License Renewal Fee	Proof of payment of the application fee of \$13,395.
Statement of Understanding	Initialed, signed, and notarized County of Ventura Statement of Understanding.
Current Employee List	Use the document attached to provide a list of employee names to include position, ID# and hire date.
Property Owner Statement of Consent	A notarized statement and acknowledgment from the legal owner of the subject property for this application consenting to the proposed cannabis operation at their property, as proposed in this application, shall be submitted. If either applicant or owner is the legal owner of the subject property proposed in this application, then evidence of such legal ownership will be submitted in a form that is satisfactory to the County Representative(s).
Proof of Property Control	Proof of an existing lease showing the property is secured for the duration of the renewal period.
Proof of insurance	Evidence satisfactory to the Director showing compliance with all insurance requirements, including a minimum \$1,000,000 general liability policy for all license types.
Odor Complaints and Responses Log	Log of odor complaints and responses to complaints.
Security/Surveillance Contract	Valid security alarm and video surveillance contract for the duration of the license period.
Premises Diagram	Diagram should be compliant with all requirements of DCC §15006. Premises Diagram
Financial Responsibility, Indemnity and Consent to Inspect Terms Agreement	A signed Financial Responsibility, Indemnity and Consent to Inspect Terms Agreement form (Pages F1-F3).
Limitations of County Liability, and Certifications, Assurances, Warranties, and Indemnification	A signed Agreement of Limitations of County Liability, and Certifications, Assurances, Warranties, and Indemnification to County form (Pages F4-F6).
Material Changes to Documentation and Information (if applicable)	Include supplemental information to describe all changes to documentation and/or information supplied by the applicant pursuant to the applicant's most recent application. (If applicable)

Oath of Applicant

I declare under penalty of perjury under the laws of the State of California that I have read the following application and all attachments thereto, and that all information therein is true, correct, and completed to the best of my knowledge.

Signature	Title	Date
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County Executive Office, 800 S. Victoria Ave Fourth Floor, Ventura, CA 93009

STATEMENT OF UNDERSTANDING

I understand I am responsible for knowing and complying with all Local laws and regulations governing commercial cannabis business in Ventura County pursuant to Ventura County Cannabis Regulations ("VCCR") Chapter 5, Article 1 Licensing of Cannabis Operations, to establish standards and regulations for commercial cannabis uses. I understand I am being made aware of the following laws and regulations and agree to comply with them, and all other applicable laws and regulations, upon issuance of my business license. _____ (initial)

I understand and acknowledge that all commercial cannabis activity shall comply with applicable State laws and regulations, as may be amended, including all license, approval, inspection, reporting and operational requirements imposed by the State and its regulatory agencies having jurisdiction over commercial cannabis activity. (VCCR 2702(a)(2)) _____ (initial)

I understand and acknowledge that the County shall not renew a cannabis business licenses if the licensee is not complaint with this Chapter. (VCCR 2704(e)) _____ (initial)

I understand and acknowledge that an applicant shall submit to the County Executive Officer an application for a cannabis business license with all required documents, plus as many copies of the application and supporting documentation as required, and the application fee, pursuant to Section 2712, using the method and location for submission as determined by the County Executive Office. (VCCR 2705(d)) _____ (initial)

I understand and acknowledge that whenever any individual, corporation, limited liability company, partnership or other type of business entity licensed under this Chapter sells or transfers any part greater than ten percent (10%) of its corporate stock, partnership interest or other business interest in a commercial cannabis operation, a new cannabis business license shall be obtained pursuant to Section 2704 of this Chapter. (VCCR 2714(b)) _____ (initial)

I understand and acknowledge that a licensee shall not change or alter the premises in a manner which materially or substantially alters the premises, the usage of the premises, or the mode or character of the business operation conducted from the premises, from the site plan or other plans on file with the application, unless and until the licensee obtains written approval by the County Executive Office. (VCCR 2715(a)) _____ (initial)

I understand and acknowledge that throughout the term of the cannabis business license, each and every licensee shall comply with this Chapter, the County Code, and State law. (VCCR 2716(a)) _____ (initial)

I understand and acknowledge that the licensee shall continuously operate of all required odor control prevention devices and techniques for cannabis cultivation. (VCCR 2716(a)(3)) _____ (initial)

I understand and acknowledge that the licensee shall be responsible and liable for safety and security in and around the commercial cannabis operation and shall provide adequate security on the premises including the cleanup of graffiti, trash around the premises within forty-eight (48) hours. (VCCR 2716(a)(5)(A)) _____ (initial)

I understand and acknowledge that the licensee must legally hold all required State licenses under the Medicinal and Adult-Use of Cannabis Regulatory and Safety Act (Business and Professions Code §§ 26000, et seq.), as may be amended, and under all other applicable State laws. (VCCR 2716(a)(9)) _____ (initial)

I understand and acknowledge that County officials may enter the licensee's premises during standard operating hours for the purpose of observing compliance of the commercial cannabis operation with this Chapter. (VCCR 2716(b)) _____ (initial)

I understand and acknowledge that it is a misdemeanor for any person having any responsibility over a commercial cannabis operation to impede, obstruct, or interfere with an inspection, or the review of the copying of records and monitoring (including recordings) including, but not limited to, the concealment, destruction, and falsification of any recordings or records. (VCCR 2716(d)) _____ (initial)

I understand and acknowledge that it shall be unlawful for any person to violate any provision, or to fail to comply with any of the requirements, of this Chapter. Any person violating any of the provisions or failing to comply with any of the mandatory requirements of this Chapter shall be guilty of a misdemeanor. No proof of knowledge, intent, or other mental state is required to establish a violation. (VCCR 2718(b)) _____ (initial)

I HAVE READ ALL OF THE ABOVE INFORMATION AND UNDERSTAND MY RESPONSIBILITIES AS A COMMERCIAL CANNABIS PERMIT OR LICENSE HOLDER. I FURTHER UNDERSTAND THAT FAILURE TO COMPLY WITH ANY LAW, REGULATIONS, OR THE PROVISIONS OF THIS STATEMENT, MAY RESULT IN CRIMINAL CHARGES AND/OR MAY BE GROUNDS FOR DISCIPLINARY ACTION INCLUDING, BUT NOT LIMITED TO, THE SUSPENSION OR REVOCATION OF MY COUNTY COMMERCIAL CANNABIS BUSINESS PERMIT OR LICENSE.

BUSINESS NAME AND ADDRESS:

OWNER'S PRINTED NAME: _____

OWNER'S SIGNATURE: _____

DATE: _____

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California County of _____)

On _____ before me, _____ (insert name and title of the officer) personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

Employee List

[illegible]

PROPERTY OWNER CONSENT FORM

Commercial Cannabis Business

PROPERTY OWNER INFORMATION:

☐ OWNER ☐ MANAGER ☐ OTHER: _____

 Name of Property Owner

 Title

 Property Owner's Business Name(if applicable)

 Phone Number

 Mailing Address

 City

 State

 Zip Code

PREMISES LOCATION INFORMATION:

 Physical Address

 City

 State

 Zip Code

 Tenant Applicant (Business Name)

I/We, as the owner(s) of the subject property, consent to the filing of this application and use of the property for the purposes described herein. We further consent and hereby authorize County representative(s) to enter upon my property for the purpose of examining and inspecting the property in preparation of any reports and/or required environmental review for the processing of the application(s) being filed.

 Name

 Signature

 Title

 Date

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document, to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

Subscribed and sworn to before me this _____ day of _____, 20____, proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me _____.

(Name, Notary Public)

 Notary Signature

 Date of Notarization

**Insert
Proof of Property Control
Here**

**Insert
Proof of Insurance
Here**

**Insert
Odor Complaints and Responses Log
Here**

**Insert
Security/Surveillance Contract
Here**

**Insert
Premises Diagram
Here**

Insert Signed
Financial Responsibility, Indemnity and Consent to Inspect Terms Agreement form (Pages F1-F3).
Here

Insert Signed
Agreement of Limitations of County Liability, and Certifications, Assurances, Warranties, and Indemnification to
County form (Pages F4-F6).
Here

Insert
Supplemental Information to describe Material Changes to Documentation and/or Information
Here

If Applicable