

Retail Cannabis Store Licence Application Form

Applicant Information			
Name of Applicant:		Ph.:	
Mailing Address:		Email:	
Name of Business:			
Business Ph.:		Business Email:	
Property Information			
Property Address:			
Legal Description:			
Parcel Identifier:	OCP:	Zone	
Existing Use:			
Registered Owner Information			
If the applicant is different from the registered owner and/or there is more than one registered owner, please complete the 'Owner Authorization' form.			
Name of Property Owner 1:		Ph.:	
Mailing Address:		Email	
Name of Property Owner 2:		Ph.:	
Mailing Address		Email:	
Proposal Information			
	Retail Cannabis Store, New Licence		Retail Cannabis Store, Amendment to Existing Licence
Provincial Licence Application #:			
Proposed Operating Hours:			
Authorization			
I, the applicant, have attached the required documentation, as noted on the attached Application Submission Checklist, along with the required application fee. Furthermore, I hereby acknowledge that any fees paid are non-refundable (except as determined by the Land Use Application Fees and Procedures Bylaw).			
Applicant Signature		Date:	

OFFICE USE ONLY			
Application Accepted Date:		File #:	
Amount Paid & Method of Payment:		Receipt #:	

Application Submission Checklist

The Retail Cannabis Store Licence Application Form must be completed in full with all required submissions attached. If any of the required submissions are not included, the application will not be accepted. Additional information may be requested after application submission.

	Liquor and Cannabis Regulation Branch Referral for a Cannabis Retail Licence
	Application Fee as per the Land Use Application Procedures and Fees Bylaw 3612-2003
	Application Form
	Owner Authorization Form
	Site Information Form
	Title Search (dated within 30 days of application)
	Charges on Title (all legal notations, covenants, rights-of-ways, etc.)
	Company Search
	Site Plan (one hard copy and PDF digital file in standard metric scale)
	Business Plan (store layout, staffing numbers, youth abatement plan, operational plan, and security details)
	Community Benefit (detailing how the applicant will 'fit' within the District of Mission – contributions to the wider community, supporting local non-profits, supporting local community groups, etc.)