

## Application Checklist October-November 2018

Application Requires:	Make Sure You:	Yes	No
Application & License Fee	Do not use the word "marijuana" on your check or money order.		
Owner Affiliation Statement	Ensure that Owner Affiliation document is completed, indicating any and all establishments with which any owner might have an affiliation.		
Complete Application	Complete all pages. Application must be signed and dated by authorized person or owner.		
Owner Agent Cards	Provide copies of owner's active agent cards.		
Verification of Medical Certificate	Provide a copy of your Medical Certificate or Provisional Letter.		
Zoning Approval Letter	Provide a copy of your Zoning Approval Letter issued by your local jurisdiction.		
Distance Requirements Met	Provide a copy of your distance approval issued by your local jurisdiction, or a copy of a professional survey illustrating that you meet distance requirements.		
Certificate of Occupancy	Provide a copy of the Certificate of Occupancy issued by your local jurisdiction.		
Landlord Approval Letter	Provide documentation in the form of a letter signed by the property owner or a copy of a lease signed by property owner indicating approval of marijuana establishment operating at said property address.		
Registration with Nevada Secretary of State	Provide a copy of your State of Nevada Business License.		
Local Business License	Provide a copy of the business license issued by your local jurisdiction.		
Pre-Operating Inspection	Provide a copy of your Inspection Letter, showing No Deficiencies, or an Approved Plan of Correction.		

Please note that not providing adequate documentation for any of the above items may result in a processing delay and/or denial of your application. If you have question regarding this application period, please write to [marijuana@tax.state.nv.us](mailto:marijuana@tax.state.nv.us).