



SAN LUIS OBISPO COUNTY SHERIFF'S OFFICE

Cannabis Business License Annual Update

Digital signatures or copies will not be accepted. Only typed applications will be accepted.

What is this form?

Cannabis Business Licensees are required to renew their licenses annually. Completing the annual update is a four-step process and the renewal application shall be completed for each business type a licensee holds.

1. Fill out this annual update form.
2. Provide updated Security Plan which meets the minimum requirements set forth by the San Luis Obispo County Sheriff's Office.
3. Provide updated San Luis Obispo County Sheriff's Office Cannabis Business Financial Interest Form.
4. Provide updated San Luis Obispo County Sheriff's Office Cannabis Business LLC Questionnaire Form or Corporate Questionnaire.

Section 1 – Business Information	
Business Name:	Business Type:
Business License #:	Contact Phone #:
Licensee Name:	Contact Email:

Section 2 – Acknowledgement

The San Luis Obispo County Sheriff's Office requires the licensee to read and affirm the following with a signature:

I have reviewed all information being submitted as a part of my annual update. All information submitted is true and correct to the best of my knowledge.

For licensees that are legal entities, only one signature is required. The following persons may sign:

For LLCs: A member of the LLC or a manager of a manger-managed LLC

For Corporations: An officer of the corporation

For Sole Proprietorships: The individual who is the sole proprietor

I declare under penalty of perjury that the information contained in this application is complete, true and correct and that I am signing as an owner or as his/her authorized agent. I understand that making false statements or omitting information on this form is cause for license denial or revocation.

Signature: _____

Date: _____

Name: _____

Title: _____



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Cannabis Business Financial Interest Form

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SECTION 1: APPLICANT/ REPRESENTATIVE

FIRST NAME	LAST NAME
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SECTION 2: ALL PERSON(S) WITH FINANCIAL INTEREST

LIST ANY AND ALL PERSON(S) WITH A FINANCIAL INTEREST. (FULL LEGAL NAMES)

1.	FIRST	MIDDLE	LAST	DATE OF BIRTH	CONTACT PHONE#
2.	FIRST	MIDDLE	LAST	DATE OF BIRTH	CONTACT PHONE#
3.	FIRST	MIDDLE	LAST	DATE OF BIRTH	CONTACT PHONE#
4.	FIRST	MIDDLE	LAST	DATE OF BIRTH	CONTACT PHONE#
5.	FIRST	MIDDLE	LAST	DATE OF BIRTH	CONTACT PHONE#
6.	FIRST	MIDDLE	LAST	DATE OF BIRTH	CONTACT PHONE#
7.	FIRST	MIDDLE	LAST	DATE OF BIRTH	CONTACT PHONE#
8.	FIRST	MIDDLE	LAST	DATE OF BIRTH	CONTACT PHONE#
9.	FIRST	MIDDLE	LAST	DATE OF BIRTH	CONTACT PHONE#
10.	FIRST	MIDDLE	LAST	DATE OF BIRTH	CONTACT PHONE#
11.	FIRST	MIDDLE	LAST	DATE OF BIRTH	CONTACT PHONE#
12.	FIRST	MIDDLE	LAST	DATE OF BIRTH	CONTACT PHONE#
13.	FIRST	MIDDLE	LAST	DATE OF BIRTH	CONTACT PHONE#

I HEREBY CERTIFY THAT I HAVE PERSONALLY COMPLETED AND INITIALED EACH PIECE OF THIS FORM AND ATTACHED ANY SUPPLEMENTAL PAGE(S). I AFFIRM THAT, UNDER PENALTY OF PERJURY, THE INFORMATION CONTAINED WITHIN AND SUBMITTED WITH THIS APPLICATION FORM IS COMPLETE, TRUE AND ACCURATE. IN ADDITION, I AFFIRM THAT, UNDER PENALTY OF PERJURY, THOSE PERSON(S) LISTED ABOVE ARE THE ONLY PERSON(S) WITH A FINANCIAL INTEREST IN THE CANNABIS BUSINESS OPERATIONS.* I UNDERSTAND THAT A MISREPRESENTATION OF FACT IS CAUSE FOR REJECTION OF MY APPLICATION, DENIAL OF LICENSE, OR REVOCATION OF A LICENSE ISSUED.

*"FINANCIAL INTEREST IN THE CANNABIS OPERATIONS" INCLUDES OWNERSHIP INTEREST IN THE CANNABIS BUSINESS AS WELL AS THE PROPERTY SITE IF NOT OWNED BY THE CANNABIS BUSINESS.

SIGNATURE IN FULL:

DATE:

DIGITAL SIGNATURES OR COPIES WILL NOT BE ACCEPTED



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SHERIFF'S OFFICE

Cannabis Business LLC Questionnaire

Form Instructions

What is this form?

Use this form to provide information on any limited liability company (LLC) that is part of your business structure for your cannabis license. This includes an LLC that will hold the license itself, that has a financial interest in the business to be licensed, or that owns all or part of another legal entity to be licensed.

If your business structure involves more than three legal entities, provide a business structure diagram showing the legal entities involved, which entity or entities will hold the license, and each entity's relationship to one another.

What information is required for my limited liability company?

- A California Secretary of State registration number.
- Names of all members.
- Total percentage of ownership interest of each member.
- Total capital investment commitment in US dollars at the time of licensure.

Who needs to complete a Cannabis Personal Background Information Packet?

- All members owning 5% or more of the LLC.
- All members who have committed 5% of the total investment into the LLC.
- All managers or managing members of the LLC.
- Any spouse or domestic partner of any individuals listed above.
- Individuals otherwise entitled to a portion of the revenue.
- Anyone entitled with an "ownership interest"
- **Other individuals as required by the San Luis Obispo County Sheriff's Office**
- If any member is another legal entity, that entity will need to complete another corporate questionnaire, limited liability questionnaire, or financial interest form.

What other information may be required?

Depending on the structure of the business, you may be required to submit a diagram of your business structure to clearly establish the relationship between the business to be licensed and any other legal entities that may own or have an interest in the business. If an individual or entity that is not part of the business to be licensed is determined to have a significant interest in the business, financial or otherwise, you may need to also submit business structure information for that individual or entity.

It is important that you disclose investors or any other persons who may have a financial interest in the business to be licensed. Failure to do so can result in rejection of your application, denial of license, or revocation of a license issued.



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SECTION 1- BUSINESS INFORMATION

LLC NAME: _____

ADDRESS: _____
(MAILING) _____

LLC Phone: _____

LLC Email: _____

This LLC is (select one):

SECTION 2- MEMBERS AND LLC MANAGERS

Please fill in the names of all person or entities that are members or managers of the LLC.

Select "direct control" for any person or entity who may, other than as an employee acting under the direction of the owner:

- Exercise control over, or be entitled to exercise control over, the business.
- Incur, or be entitled to incur, debt or similar obligations on behalf of the business.
- Enter into, or be entitled to enter into, a contract or similar obligations on behalf of the business.

Only fill in the LLC Manager column if you are a manager-managed LLC; member-managed LLCs should leave this blank.

	Name of Member or Manager (First & Last or Entity Name)	Date of Birth (MM/DD/YYYY)	Membership %	Capital Investment	LLC Manager?	Direct Control?
1.				\$		
2.				\$		
3.				\$		
4.				\$		
5.				\$		
6.				\$		
7.				\$		
8.				\$		

If your LLC has more than 8 members or managers, attach additional documentation as needed.

INITIAL: _____



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SECTION 3- OTHER INTERESTS

Is any person or entity entitled to a portion of the revenue of this business other than as a member of the LLC as disclosed on this form?

(If yes, please attach a written explanation)

Has any capital been invested in or loaned to the business other than by a member of the LLC?

(If yes, please attach a written explanation)

I hereby certify that I have personally completed and initialed each page of this Cannabis Business LLC Questionnaire form and attached any supplemental page(s). I affirm that, under penalty of perjury, the information contained within and submitted with this Cannabis Business LLC Questionnaire is complete, true and accurate. In addition, I affirm that, under penalty of perjury, those person(s) with a financial interest in the LLC named in section 2 and section 3 are the only person(s) with a financial interest in the LLC named in section 1.

I understand that a misrepresentation of fact is cause for rejection of my application, denial of license, or revocation of a license issued.

"Financial interest" includes, but is not limited to, ownership interest or revenue interest in the LLC.

SIGNATURE IN FULL

DATE

INITIAL: _____