

RETAIL MARIJUANA LICENSE APPLICATION CHECKLIST

The following documents must accompany this application:

- Proof of Notice of Hearing
 - Newspaper publication
 - Copy of posting on licensed premises
- Copy of Property Deed, Lease or Rental Agreement or Contract for the right to possess physical premises for a period of at least one year from the date of issuance of license
- Copy of Authorization to Use Property for Retail Marijuana Operations from property owner if premises are not owned by applicant
- Certificate of Good Standing from Colorado Secretary of State (if applicant is a corporation, partnership, LLC or association)
- Evidence of Pitkin County Building Department, Zoning and Fire District Compliance
- Site Plan drawn to scale of all existing buildings on the property where premises is located [see application for specific requirements]
- Site Plan drawn to scale of all proposed buildings to be constructed on the property where premises is located [see application for specific requirements]
- Evidence that the premises is not within 1000 feet of a alcohol or drug treatment facility, licensed child care facilities, and/or educational facilities as measured from the closest point of the subject property lines
- Copy of State License(s) for proposed licensed premises
- Additional documentation as necessary to provide complete responses to all application questions

Required by Licensing Authority: Referred to relevant Caucus Area

NOTE: The License Operating Fee and Annual License Application Fee are two separate fees. Operating fees must be paid at or before issuance of license. The Annual Application Fee must be received from the State. Each type of license is separate and distinct and confers no right to conduct any activity not specifically licensed. All fees are nonrefundable. Make payment out to the PITKIN COUNTY TREASURER.

License Operating Fee- Initial License:

- | | |
|-----------------------------------------------------------------|------------|
| <input type="checkbox"/> Retail Marijuana Store | \$ 3000.00 |
| <input type="checkbox"/> Retail Marijuana Cultivation Facility | \$ 3000.00 |
| <input type="checkbox"/> Retail Marijuana Products Manufacturer | \$ 3000.00 |
| <input type="checkbox"/> Retail Marijuana Testing Facility | \$ 3000.00 |

License Operating Fee- Renewal License:

- | | |
|-----------------------------------------------------------------|------------|
| <input type="checkbox"/> Retail Marijuana Store | \$ 1500.00 |
| <input type="checkbox"/> Retail Marijuana Cultivation Facility | \$ 1500.00 |
| <input type="checkbox"/> Retail Marijuana Products Manufacturer | \$ 1500.00 |
| <input type="checkbox"/> Retail Marijuana Testing Facility | \$ 1500.00 |

Annual License Application Fee From State:

- | | |
|---------------------------------------------------------------------------------------|---------|
| <input type="checkbox"/> New Retail Marijuana License | \$ 2500 |
| <input type="checkbox"/> New Retail Marijuana License
(Medical Marijuana Licensee) | \$ 250 |

Bring application and all attachments, exhibits, required documents and fees to: Jeanette Jones, Pitkin County Retail Marijuana Licensing Authority, Office of the Pitkin County Clerk and Recorder, 530 E Main Street, 1st Floor, Aspen, Colorado 81611