

Dispensary Licensing FAQs

When does the licensing application begin?

Licensing for Phase 1 dispensaries will begin on September 1, 2016

When does the licensing application process close?

Licensing for Phase 1 dispensaries will end on November 30, 2016.

Who is eligible to apply for a license?

The thirteen (13) dispensaries listed in County Code 7.130 are eligible to apply for a license. They are:

1. Capitola Healing Association
2. Central Coast Wellness Center
3. Creekside Collective
4. Evolution
5. Granny Purps
6. Green Acres
7. Herbal Cruz
8. California Agricultural Association
9. KindPeoples Collective
10. Redwood Coast Collective
11. Santa Cruz Mountain Herb
12. Santa Cruz Mountain Naturals
13. Therapeutic Healthcare Collective

What if I am not on the list above?

At this time the County is not allowing the licensing of any new dispensaries. Pay attention to the Santa Cruz County Board of Supervisors meetings and watch the Cannabis Licensing Office website at:

<http://www.co.santa-cruz.ca.us/CannabisLicensingOffice.aspx> for updated information on Phase 2 dispensary licenses.

Why should I apply for a license?

A local license will be required to be eligible to apply for a State license.

How do I apply for a license?

Go to the account sign-up page at: <https://scccannabis.co.santa-cruz.ca.us> to begin the process. Once you have signed up for an account with your user name and password you will be able to access all the licensing forms. You can upload completed forms to your account by logging in with your user name and password. Multiple forms (such as background information forms) can be uploaded to your account.

Can I get a license without setting up an account?

No, you must set-up an account to get a license.

What if I do not have access to a computer?

You can access the site from a computer at a library. A computer is also available outside the Cannabis Licensing Office on the 5th floor of the County building at 701 Ocean Street, Santa Cruz.

What is the fee for licensing?

The licensing application fee is \$3,000 per dispensary site and the licensing issuance fee is \$500. Additional fees may apply as noted below.

- Live Scan \$ 100 (per owner or operator)
- Additional Site Inspection(s) \$ 300 (per inspection)

- Amended Application (at cost) \$ 110 (per hour)
- Extra Services \$ 110 (per hour)

Where and how do I pay my fee(s)?

Fees can be paid via mail to or at the Cannabis Licensing Office, 701 Ocean Street, Room 520, Santa Cruz, CA 95060. A certified check, cashier's check or money order for the application fee made payable to the County of Santa Cruz should be used to pay your fee.

What forms do I need to fill out for a license application?

Everyone will need to fill out the licensing application form, the applicant owner certification form, the personal background form, the cultivator list form and the security plan form. Other forms may be required depending on your site. For example, if you lease the land for your dispensary site you will need to complete the parcel owner certification form.

Who needs to complete a personal background information form and a live scan?

Anyone with a financial interest in your dispensary as well as the operator or manager of the site (if they are not an owner) must complete a background information form and complete a live scan.

What is a live scan?

Live scan is digital fingerprint submission transmitted electronically to the California Department of Justice (DOJ). Live scan is an automated service for criminal history background checks.

When is my licensing packet complete?

Your licensing packet is complete once you have paid all your fees, uploaded all your forms and completed your live scan process.

What happens after my licensing packet is complete?

The licensing manager and/or staff will complete a review of your licensing packet and conduct a site visit to your location. Sites not in compliance with the existing ordinance must come into compliance or cease operations. Sites that are in compliance will receive their license which must be displayed at their dispensary site.

How long does my license last?

An original Level One Dispensary License shall be valid from the date it is issued until December 31, 2017. If a licensee wishes to continue operating a dispensary after December 31, 2017, he or she must obtain a renewal license annually.