

# **Overview of the Bureau of Cannabis Control Online Licensing System**

<u>Register for a New Account</u> <u>Logging In</u> <u>Get Help if You've Forgotten Your Password</u> <u>Search for Cannabis Business Licenses</u> <u>Apply for a Cannabis-Related Business License</u> <u>File a Complaint</u>

#### **Register for a New Account**

There are two links to begin a new account registration. One is near the top of the page and the other below the login prompt.



After clicking on one of these links, you'll be asked to read and agree to some basic terms for using the Bureau of Cannabis Control Licensing System.

For instructions on creating

80 00 80 80 BUREAU or CANNABIS CONTROL Home File a Complain Apply Registe License Search bis Control CLEaR portal is only necessary for individuals applying online for a license and/or a licensee mat se a user name and password anal and Contact Information w and accept the terms below to proceed ed. The Bu on to the preceding terms and conditions, the Bi ve read and accepted the above terms Continue Registration >

an account, see the online course and quick reference guide called **Registration and Account Management**.

## Logging In

Once you have registered and created an account, you can use your username and password to login to the site. On the home page, click the **Login** button.



Enter your username and password, then click **Login** again.

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# Get Help if You've Forgotten Your Password

If you've forgotten either your password or user name, you can reset it here.

	<b>A</b> Home	ିର୍ଦ୍ଦ Apply	
User Name or E-mail:	ngreer Password	:	Login »
Remember me on this computer	I've forgotten my password New Users	Register to Apply for a License	

## **Search for Cannabis Business Licenses**

Click on the **License Search** link to look up a limited amount of information about existing licenses granted by the Bureau.

Click on the License Search link at the top of the screen. There are two types of search, General Search and Search by Contact. For the General Search, you can put in a partial or full License #, the License Type, License Status, and a date range. You can also provide



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	A Home	ිද Apply	ිද Register	ිද License Search	ිදු File a Complaint
Search Cannabis Licenses Enter information below to search licenses • Business Information • Account Information	can be viewed by n	on-license holders			
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address information as your search criteria.

An alternative method of search is the **Search by Contact** function. This enables finding records using the name and address of a person or business.

#### Note: Only limited

Search by Contact

First:

Anne of Business:

DBA/Trade Name:

Address Line 1:

City:

State:

Zip:

Country:

State:

Zip:

Country:

State:

information on business licenses is available to non-license holders.

### **Apply for a Cannabis-Related Business License**

Once you are registered and logged into your account, you can begin the process of applying for a cannabis business license. Choose to apply for one of



these license types to begin your application.

#### File a Complaint

You can file a complaint about licensed or unlicensed cannabis activities, or search enforcement cases through the **File a Complaint** 

link. See the eLearning course titled File a Complaint, on the eLearning page.

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	Home	Apply	Register	License Search	File a Complair
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