



Maine Medical Marijuana Program Application Dispensary Additional Instructions

To assist applicants in the completion of the following dispensary registration certificate application, the Office of Marijuana Policy is providing the following instructions to clarify the required information requested in Sections 1 and 2 of the application. If you have additional questions, contact the Office of Marijuana Policy at Licensing.OMP@maine.gov.

Section 1.

Section 1(a)

- If the applicant is a sole proprietor, the Business Legal Name should be the name of the sole proprietor.
- If the applicant is a business entity, the Business Legal Name should be the name of the business entity.

Section 2.

Section 2(a), Entity Officers.

- If the applicant is a sole proprietor, this section should include the sole proprietor and any person that holds a title such as CEO, CFO, COO, Executive Vice President, etc.
- If the applicant is a partnership, this section should include all general partners and any person that holds a title such as CEO, CFO, COO, Executive Vice President, etc.
- If the applicant is a corporation, the applicant should list the executive committee of the board of directors (chair/president, vice chair/vice president, treasurer, secretary) and anyone that holds a title such as CEO, CFO, COO, Executive Vice President, etc.
- If the applicant is a member managed LLC, the applicant should list all members of the LLC and anyone that holds a title such as CEO, CFO, COO, Executive Vice President, etc.
- If the applicant is a manager managed LLC, the applicant should list all appointed managers of the LLC and anyone that holds a title such as CEO, CFO, COO, Executive Vice President, etc.

Section 2(b), Entity other officers, directors, managers, board members, partners.

- If the applicant is a sole proprietor, list anyone hired by the applicant with a management title not listed in Section 2(a).
- If the applicant is a partnership, list anyone hired by the applicant with a management title not listed in Section 2(a).
- If the applicant is a corporation, list the remaining members of the board of directors not listed in Section 2(a) and anyone hired by the applicant with a management title not listed in Section 2(a).
- If an LLC, list anyone hired by the applicant with a management title not listed in Section 2(a).

Section 2(c), All Equity Interest Holders.

- If the applicant is a sole proprietor, list the name of the applicant.
- If the applicant is a partnership, list all general and limited partners.
- If the applicant is an LLC, list all members.
- If the applicant is a corporation, list all shareholders.