



## OREGON LIQUOR CONTROL COMMISSION

# Medical Canopy Registration Instructions

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### What is this document?

A Producer licensee or applicant may register with the Commission to produce marijuana for Oregon Medical Marijuana Program patients. This allows the Producer to designate an additional mature canopy space at their license premises that may be used only for producing marijuana to distribute to medical marijuana patients and registrants. This document provides instructions on registering with the Commission.

### When can I register?

- At the time of application by submitting the required documents as part of the application in the online licensing system.
- At the time of renewal
- Until August 31, 2017, a currently-licensed Producer or a Producer applicant with a pending application may register by emailing [marijuana.licensing@oregon.gov](mailto:marijuana.licensing@oregon.gov).

### **The subject of the email must include “Medical Canopy Registration” (without the quotation marks)**

and the body of the email must contain the application ID. If registering under multiple applications or licenses, you must send a separate email and application documents for each license.

### What documentation will I need?

You will need completed copies of:

- The **Producer Additional Medical Canopy Registration Form** (MJ 17-2302)
- A completed **Producer-Patient Medical Canopy Agreement** (MJ 17-2303) for each patient with whom you have an agreement to produce marijuana for medical purposes.
- A **floor plan** and **premises boundary sketch** clearly identifying the medical canopy area and other areas that will be used only for the production of marijuana for medical purposes. Your registration must include a control plan to prevent the intermingling of marijuana for medical purposes and recreational purposes.

### How do I know when I am approved?

An OLCC representative will contact you and provide a copy of this form indicating approval. You will also be provided a certificate that must be prominently posted in conjunction with your license certificate.

### What if a patient ends an agreement?

Either the Producer or a patient may end an agreement by providing notice to the other party. A Producer must notify the Commission when an agreement is terminated. Use the **Producer-Patient Agreement Termination Notice** (MJ 17-8301) to provide this notice to [marijuana.licensing@oregon.gov](mailto:marijuana.licensing@oregon.gov). When an agreement is terminated, a Producer may enter into a new patient agreement to replace the patient within 90 days. If a Producer does not replace a patient agreement, then the canopy area may need to be reduced.