

# Recreational Marijuana Program Compliance Education Bulletin

**Bulletin CE2020-03**

**July 22, 2020**



The Oregon Liquor Control Commission is providing the following information to: **recreational marijuana licensees.**

The bulletin is part of OLCC's compliance education. It is important that you read it, and understand it. If you don't understand it please contact the OLCC for help.

Failure to understand and follow the information contained in this bulletin *could result in an OLCC rules compliance violation affecting your ability to work or operate your business.*

Bulletin CE2020-03 covers the following issues:

- **Marijuana License Renewals**
- **Applying for or Providing notice of Changes to a Licensed Business**

Questions regarding the contents of this bulletin may be sent to [marijuana.licensing@oregon.gov](mailto:marijuana.licensing@oregon.gov).

## Content

Bulletin CE2020-03 provides updated guidance on submitting marijuana license renewal applications.

**As of August 4, 2020**, updates to the Recreational Marijuana Online Licensing system will significantly reduce the amount of information for a marijuana license renewal. A license renewal application will require only the information prompted by the system and the upload of a single simplified "renewal application" for the appropriate license type. Updated forms will be available on the [OLCC's marijuana program forms webpage](#) under "Renewal Application Form Packets."

Because of these changes, except for items listed below, a renewal application includes only a renewal for the license. Any applications or notices for changes to business structure, financial interests, alterations, or other changes must be submitted separately as described in instructions on the appropriate form.

This communication replaces a portion of previous guidance (["OLCC Guidance on Disclosing Interests in a Recreational Marijuana Business"](#)) published on October 1, 2019 which stated that some added financial interests could be disclosed as part of a renewal application. Please note that additional improvements that will impact the guidance in that document are in-process. A separate, future update will be provided when appropriate.

Changes that may be included as part of a renewal application (when prompted):

- An increase in Producer tier size
- A change in Producer canopy type (indoor, outdoor, mixed)
- A change in a mixed Producer license in the ratio of indoor canopy to outdoor canopy
- A change in contact information for the business

The updated renewal application forms can be found at [https://www.oregon.gov/olcc/marijuana/Pages/Forms\\_Publications.aspx](https://www.oregon.gov/olcc/marijuana/Pages/Forms_Publications.aspx) under the "Renewal Application Form Packets" header.