



OREGON LIQUOR & CANNABIS COMMISSION

Change in Location of Marijuana Premises

The following changes must be **APPROVED** by the OLCC before changes are made.

What is this form?

Use this form to apply for a change in location of your licensed premises to a new address or physical location. Your license investigator may request additional information.

OLCC USE ONLY	
<input type="checkbox"/>	\$1,000 fee collected
License Investigator	Date
Financial Services Representative	Date

Section 1 – Licensee Information

License Number:		Request Date:	
Licensee:			
Trade Name:			
Current Address:			
Person Requesting:		Phone:	
Position/Title:		Email:	
New Address:			
City:		ZIP:	

Section 2 – Documentation & Payment

Submit your request to olcc.MarijuanaAssignments@oregon.gov with this form and the items below.

- [Land Use Compatibility Form](#) (LUCS)
- Premises maps and floor plans as required by rule. See the [Premises Map Instructions](#).
- [Application Packet](#) for your license type
- **Producers:** [Property Owner Informed Consent Form](#)
- **Extract Processors:**
 - A Certificate of Occupancy for the intended use; and
 - An [Extract Processing Equipment Form](#); and
 - If using hydrocarbon-based solvents, proof of inspection by a certified mechanical or electrical engineer, industry-recognized third party, or manufacturer.

All Change of Location applications require payment of a \$1000 fee.

To submit your payment by mail, send **a copy of this form** and a check or money order in the amount of \$1,000 to the address below. To avoid the return of your check or money order, it **must be made payable to "O.L.C.C."**

O.L.C.C.

ATTN: Marijuana Finance

9079 SE McLoughlin Blvd.

Portland, OR 97222