Alabama Medical Cannabis Program

User Guide

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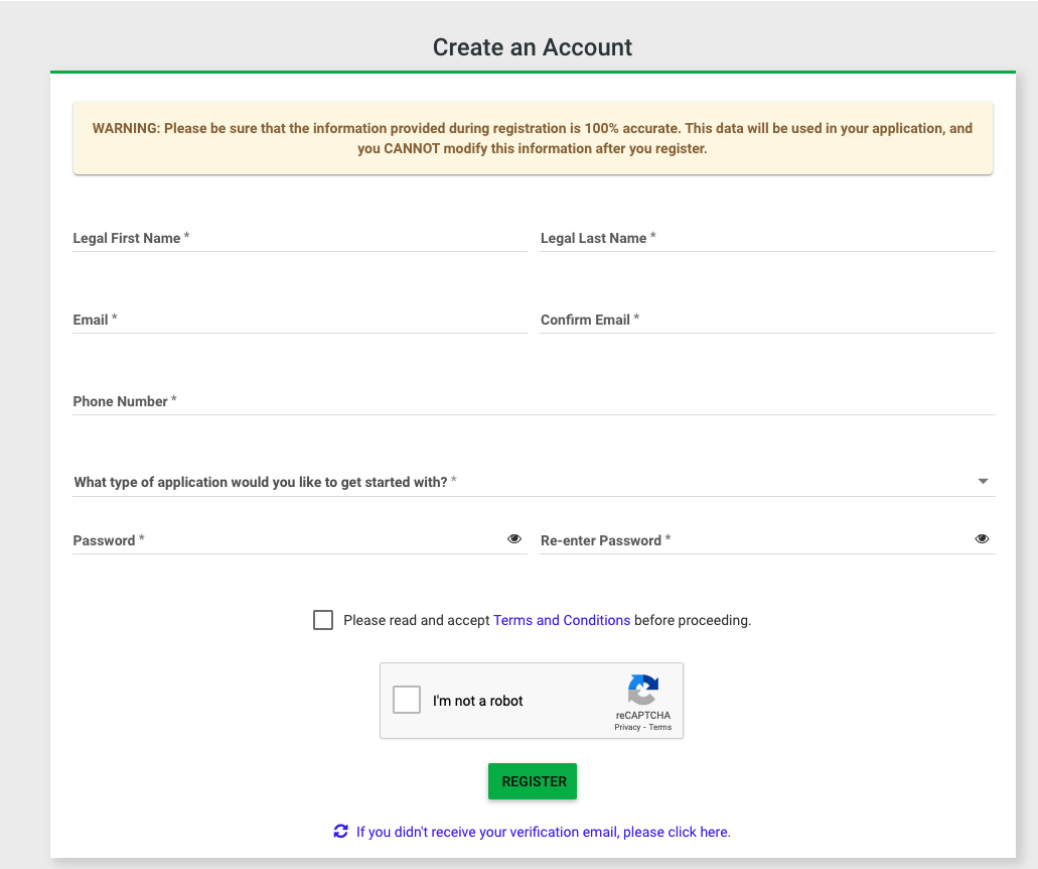
Overview

Users can utilize the Alabama Medical Cannabis Program to:

- View previously submitted requests for Business Application
- Submit a Business License Application

Registration

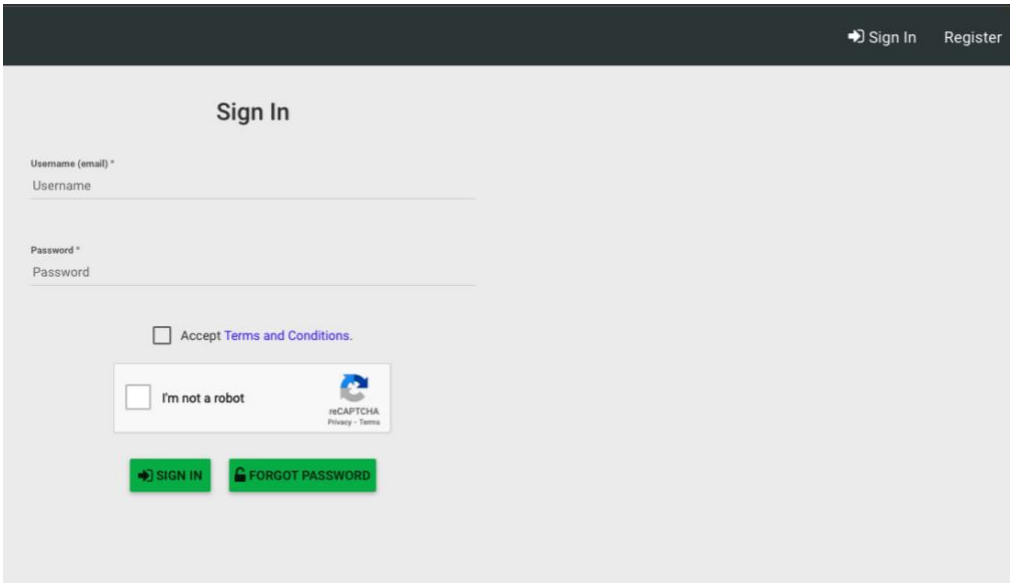
New users will begin by creating an account at https://al-amcc-public.nls.egov.com/.



After registration, users are sent a confirmation email to verify their email address. Users must verify their email address to successfully create an account.

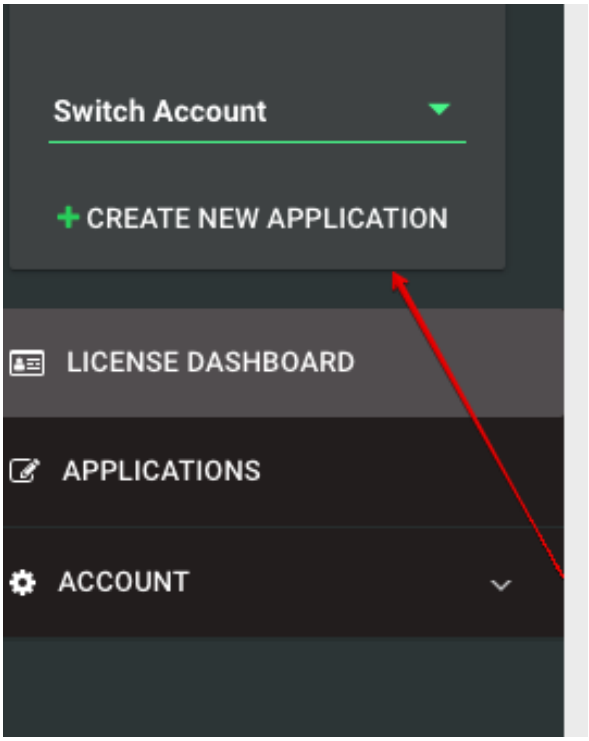
If a verification email is not received, visit the FAQ for additional information.

After the email has been verified, the new user may sign into their new account.



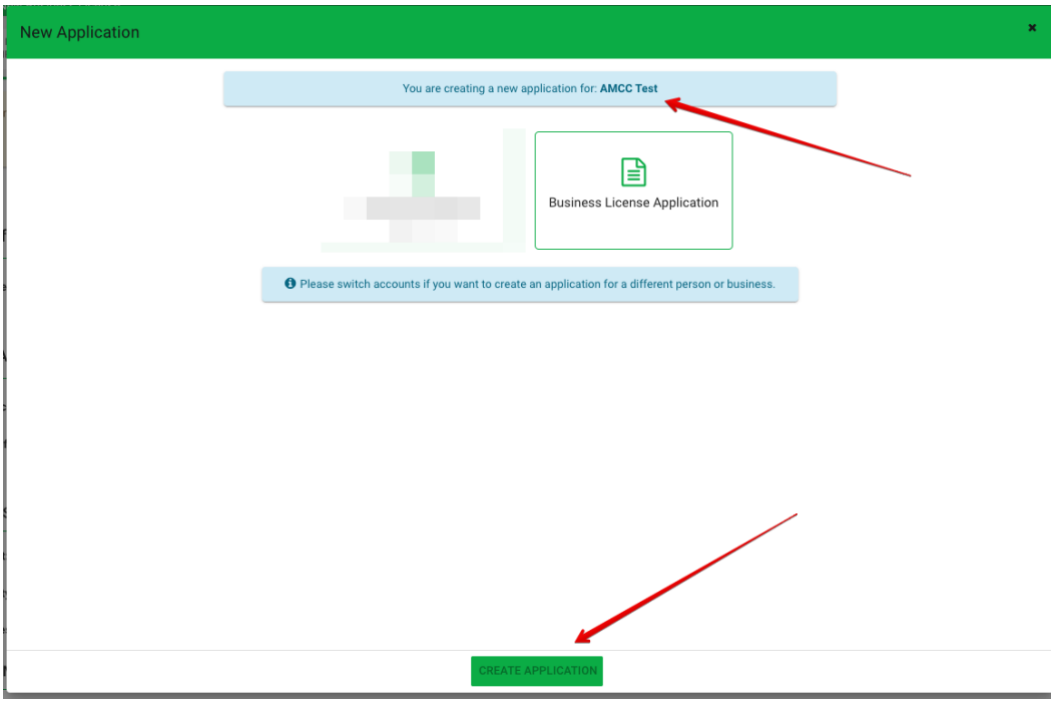
Business License Application

To begin the Business License Application, select Create New Application.



Next, select the Business License Application. Select Create Application to proceed.

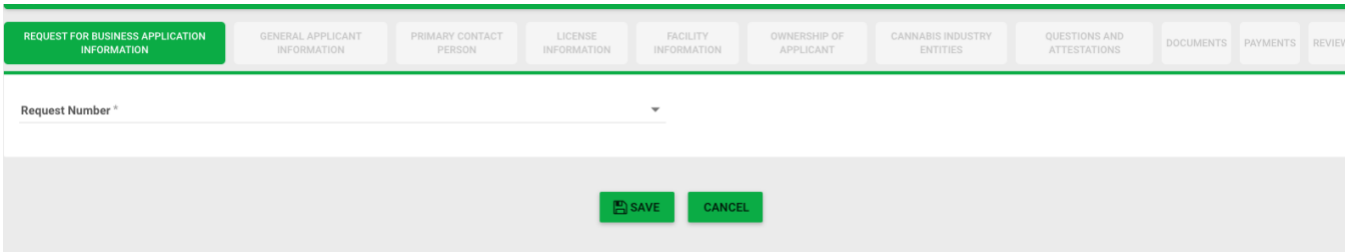
Be sure to verify the account with the information in the blue box above the Business License Application.



Request for Business Application Information

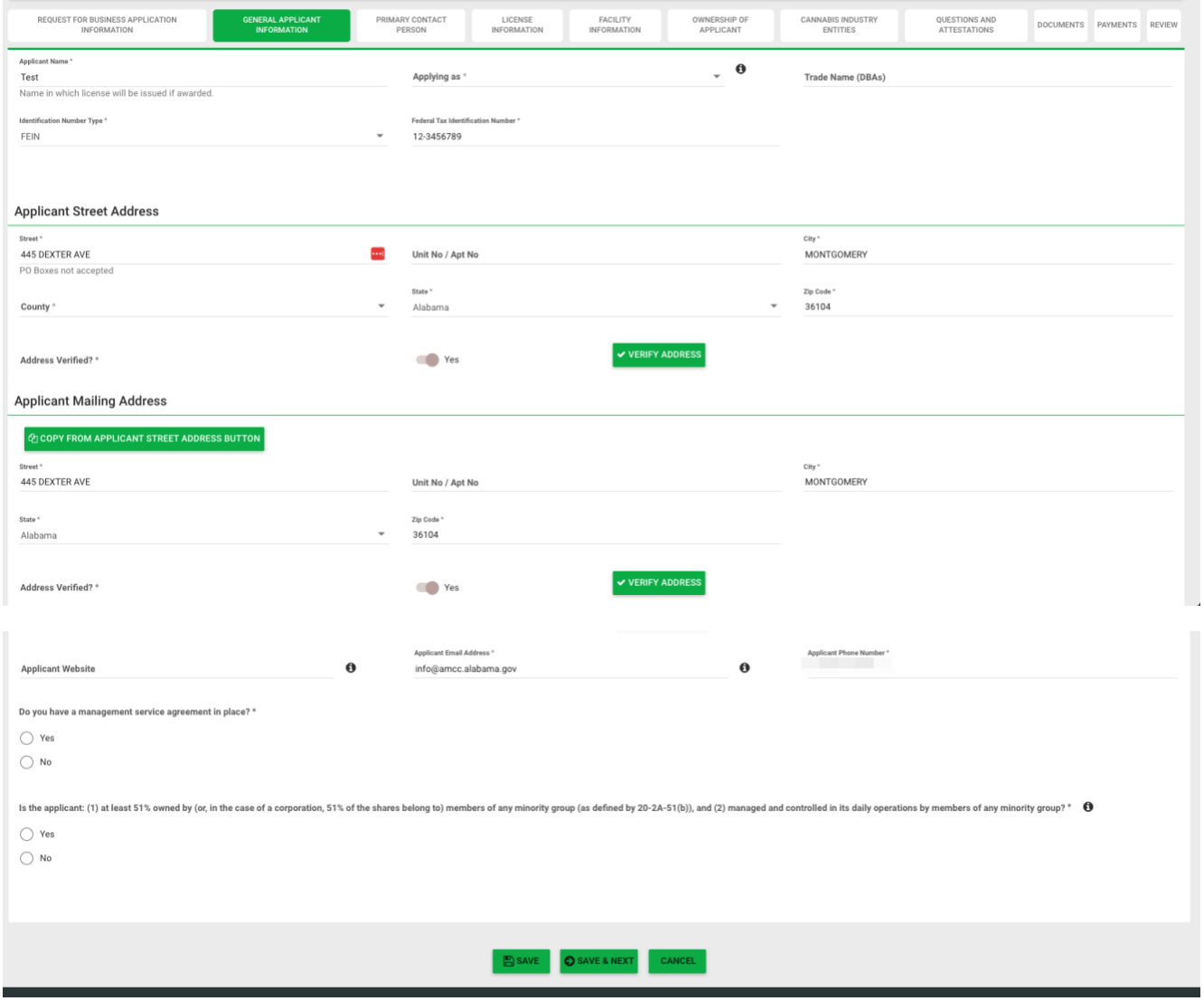
Complete all the required information. Each application contains required data fields, question responses, and document uploads:

Select your Request for Business Application number from the Request Number dropdown. If you do not see a number in the dropdown, please contact the Alabama Medical Cannabis Commission at applications@amcc.alabama.gov.

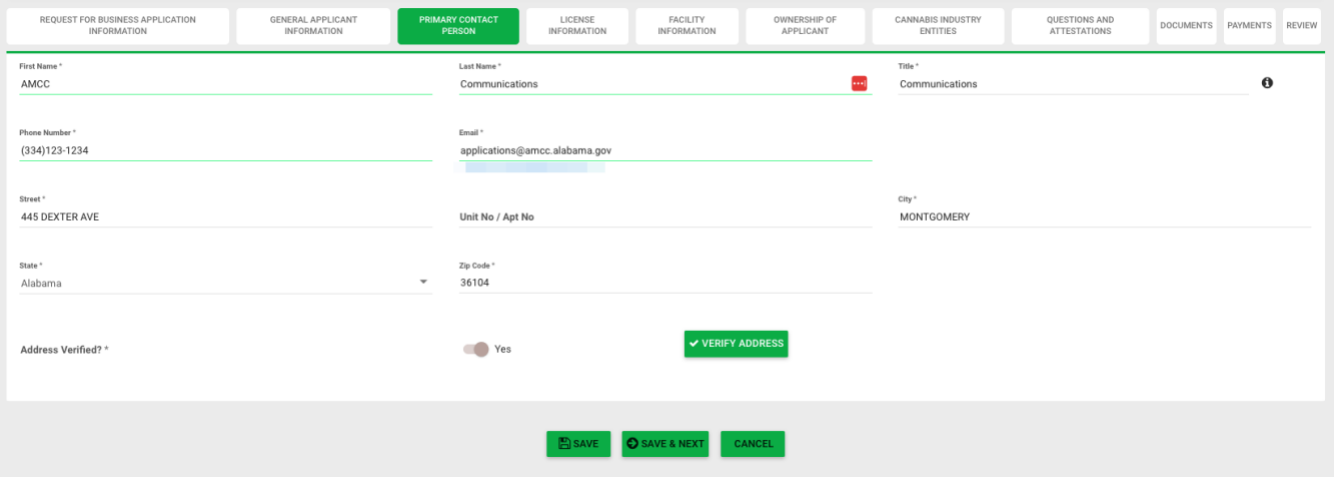


General Applicant Information

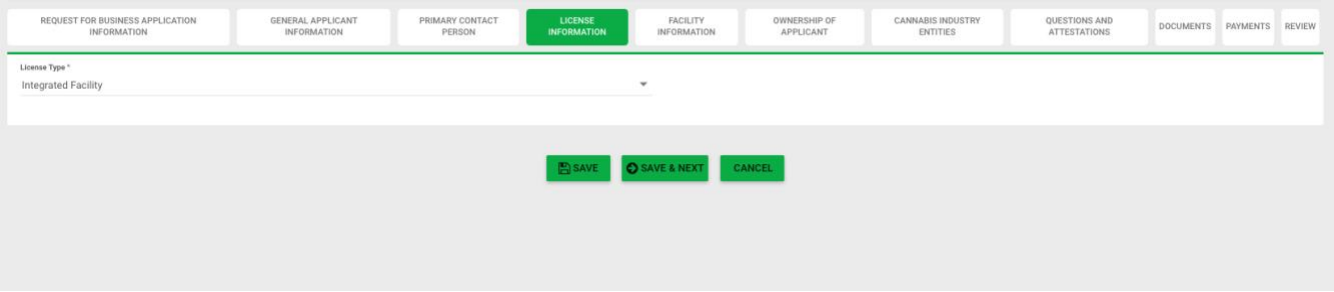
Information from the Request for Business Application will repopulate into the Business License Application. Please edit as necessary.



Primary Contact Person

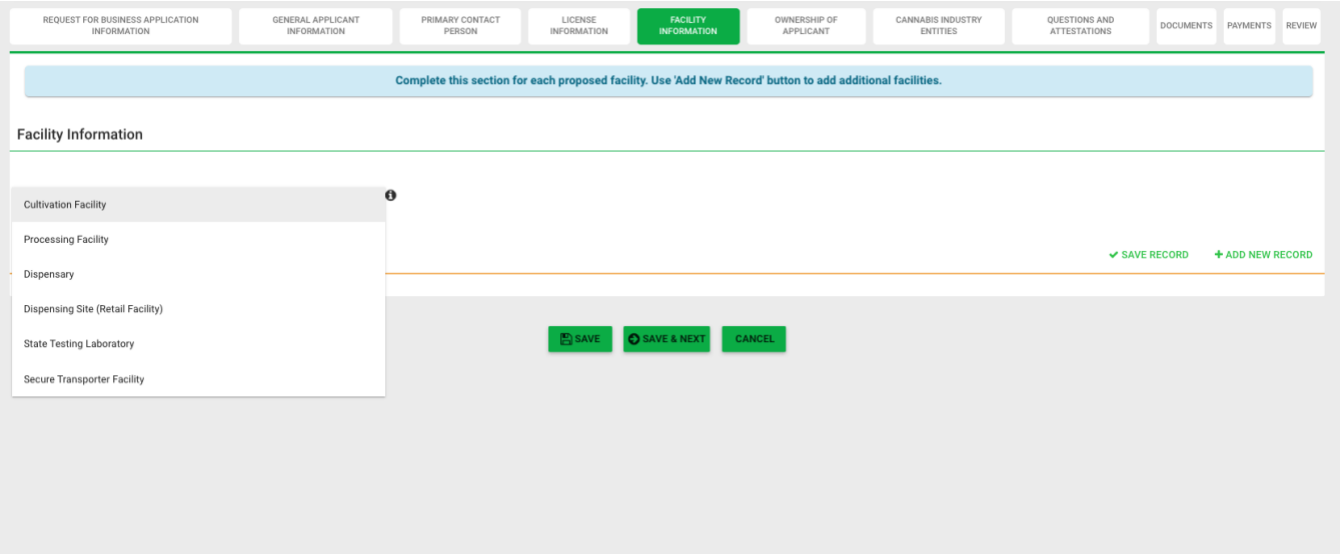


License Information



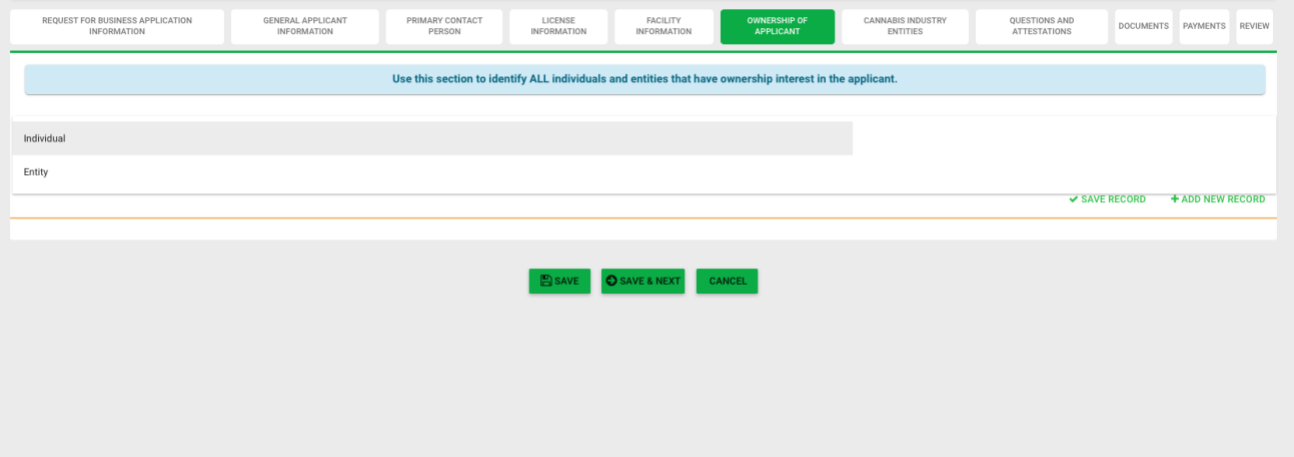
Facility Information

Add information for EACH facility for the Business License



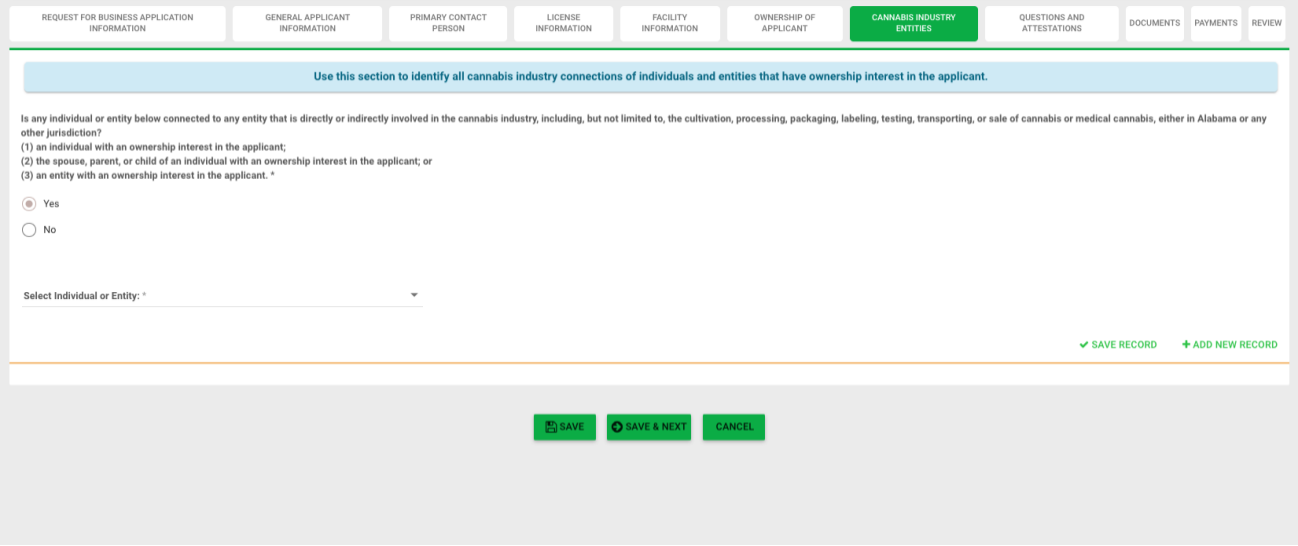
Ownership of Applicant

Identify ALL individual and entities that have ownership in the applicant using this tab.



Cannabis Industry Entities

Identify all cannabis industry connections of individuals and entities that have ownership interest in the applicant.



Questions and Attestations

If you answer “yes” to the below questions, you may be asked to provide more information for each license, certificate, or occurrence. Use the “Add New Record” option to add a separate entry as necessary.

REQUEST FOR BUSINESS APPLICATION INFORMATION | GENERAL APPLICANT INFORMATION | PRIMARY CONTACT PERSON | LICENSE INFORMATION | FACILITY INFORMATION | OWNERSHIP OF APPLICANT | CANNABIS INDUSTRY ENTITIES | QUESTIONS AND ATTESTATIONS | DOCUMENTS | PAYMENTS | REVIEW

Has the applicant, any ownership entity, or any cannabis entity connected to any individual or entity with an ownership interest in the applicant ever applied for or been granted any commercial license or certificate (not related to cannabis industry) issued by a licensing board or commission, either in Alabama or any other jurisdiction? *

- Yes
- No

Was any commercial license or certificate disclosed above denied, restricted, suspended, revoked, or non-renewed? *

- Yes
- No

Has the applicant, any ownership entity, or any cannabis entity connected to any individual or entity with an ownership interest in the applicant, ever been authorized to participate in the cannabis or medical cannabis industry, licensed (i.e., a "licensee" as defined in Chapter 1 of the AMCC Rules), or provided similar status in any other jurisdiction? *

- Yes
- No

During the last 5 years has there been any disciplinary measures taken regarding any cannabis or medical cannabis industry license of the applicant or any entity affiliated with the applicant? *

- Yes
- No

Has the applicant, any ownership entity, or any cannabis entity connected to any individual or entity with an ownership interest in the applicant, within the last ten (10) years, filed or been served with a complaint or other notice by any governmental body, regarding a delinquency in the payment of, or a dispute over the filings concerning the payment of, any tax required under federal, state, or local law? *

- Yes
- No

Has the applicant filed, or had filed against it, any proceeding for bankruptcy within the past 7 years? *

- Yes
- No

Is the applicant currently, or has it been in the past 10 years, a defendant in litigation involving any of its business practices? *

- Yes
- No

Is any public official of any unit of government:
(1) an owner (directly or indirectly) of any financial or beneficial interest in the applicant;
(2) a creditor of the applicant;
(3) a holder of any debt instrument issued by the applicant; or (4) a holder of, or interested party in, any contractual or service relationship with the applicant? *

- Yes
- No

Is the spouse, parent or child of a public official of any unit of government:
(1) an owner (directly or indirectly) of any financial or beneficial interest in the applicant;
(2) a creditor of the applicant;
(3) a holder of any debt instrument issued by the applicant; or
(4) a holder of, or interested party in, any contractual or service relationship with the applicant? *

- Yes
- No

Has any owner, director, board member, or individual with a controlling interest in the applicant ever been indicted for, charged with, arrested for, convicted of, pled guilty or nolo contendere to, or forfeited bail concerning any felony or controlled substance-related misdemeanor, not including traffic violations, regardless of whether the offense has been reversed on appeal or otherwise? *

- Yes
- No

Has any leader, secure transport driver, or secure transport passenger of the applicant received a criminal conviction within the last eight years for any of the following:
(1) any indictable offense;
(2) any offense involving stolen property or vehicles;
(3) fraud relating to any business any driver has owned, in whole or part, or in which the driver has been employed;
(4) stolen property, or other offense of similar nature;
(5) operation of a motor vehicle while under the influence of a controlled substance, or offense of similar nature; or (6) any offense involving possession, distribution or trafficking in, any illegal substance? *

- Yes
- No

What is the applicant's anticipated or actual number of employees (including all facilities) at the prospective commencement of operations and during the first five calendar years thereafter?

Commencement of Operation * | Year One * | Year Two *

Year Three * | Year Four * | Year Five *

Does the applicant verify that it has the ability to maintain adequate minimum levels ($2,000,000) of liability and casualty insurance, as required by § 20-2A-53(a)(2), Code of Alabama 1975 (as amended)? *

- Yes
- No

Does the applicant verify that each of its proposed dispensing sites is at least 1000 feet from any school, daycare, or childcare facility? *

- Yes
- No

Does the applicant consent as required by § 20-2A-55(d), Code of Alabama 1975 (as amended) to the inspections, examinations, searches, and seizures contemplated by § 20-2A-52(a)(3), Code of Alabama 1975 (as amended), which shall specifically extend to all secure transport vehicles of the applicant? *

- Yes
- No

Does the applicant verify that neither it nor its leadership have any economic interest in any other license or applicant for license under the Act? (See § 20-2A-55(e), Code of Alabama 1975 (as amended)) *

- Yes
- No

I attest that this application is truthful and complete based on the best available information as of the date of filing. *

- Yes
- No

Signature * | Signature Date * 10/21/2022

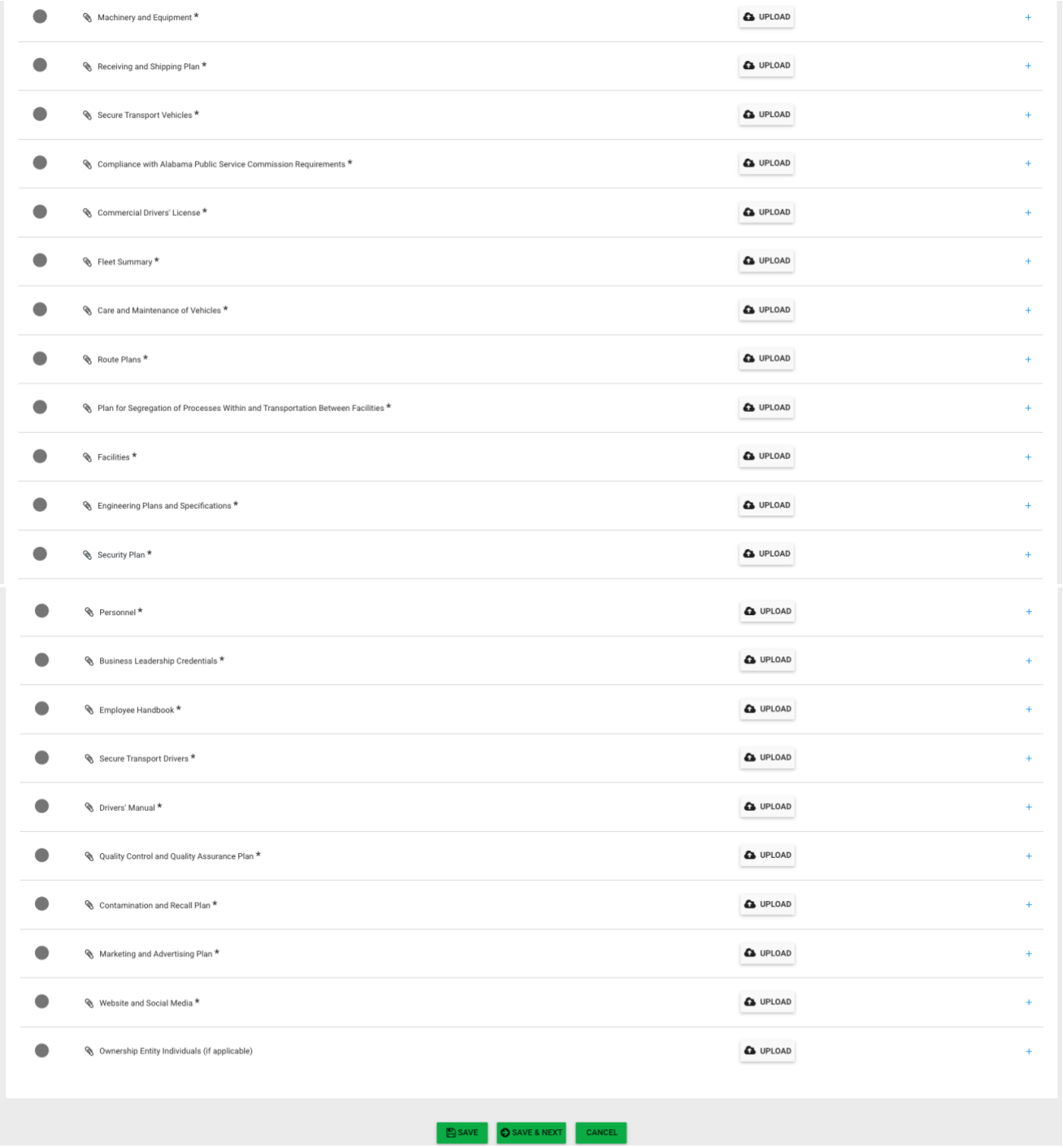
SAVE | SAVE & NEXT | CANCEL

Documents

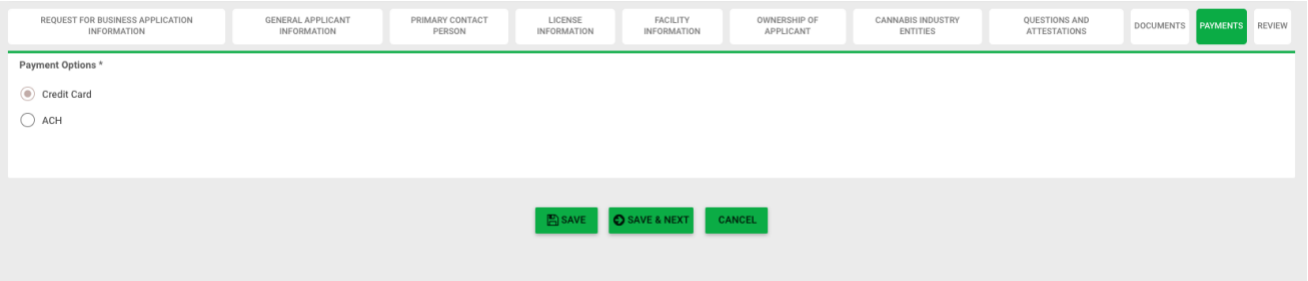
REQUEST FOR BUSINESS APPLICATION INFORMATION | GENERAL APPLICANT INFORMATION | PRIMARY CONTACT PERSON | LICENSE INFORMATION | FACILITY INFORMATION | OWNERSHIP OF APPLICANT | CANNABIS INDUSTRY ENTITIES | QUESTIONS AND ATTESTATIONS | DOCUMENTS | PAYMENTS | REVIEW

Each exhibit (including any attachments) must be uploaded at the corresponding document upload link below. For each exhibit, all exhibit materials and attachments must be contained within a single PDF file. The uploaded exhibits must be in complete and unredacted format. See Application Guide - Section 3: Exhibits (https://amcc.alabama.gov/cannabis-business-applicants/#resources).

Resume or Curriculum Vitae of Individuals with Ownership Interest *	UPLOAD	+
Residency of Owners *	UPLOAD	+
Commercial Horticulture or Agronomic Production Experience of Owners *	UPLOAD	+
Criminal Background Check *	UPLOAD	+
Minimum Performance Bond Requirement *	UPLOAD	+
Minimum Liquid Assets Requirement *	UPLOAD	+
Demonstration of Sufficient Capital *	UPLOAD	+
Minimum Operating Capital Requirement *	UPLOAD	+
Financial Statements *	UPLOAD	+
Tax Plan *	UPLOAD	+
Business Formation Documents *	UPLOAD	+
Business License and Authorization of Local Jurisdictions *	UPLOAD	+
Business Plan *	UPLOAD	+
Evidence of Business Relationship with other Licensees and Prospective Licensees *	UPLOAD	+
Coordination of Information from Registered Certifying Physicians *	UPLOAD	+
Point-of-Sale Responsibilities *	UPLOAD	+
Confidentiality of Patient Information *	UPLOAD	+
Money Handling and Taxes *	UPLOAD	+
Standard Operating Plan and Procedures *	UPLOAD	+
Policies and Procedures Manual *	UPLOAD	+
Production and Manufacturing Process *	UPLOAD	+


Machinery and Equipment *
Receiving and Shipping Plan *
Secure Transport Vehicles *
Compliance with Alabama Public Service Commission Requirements *
Commercial Drivers' License *
Fleet Summary *
Care and Maintenance of Vehicles *
Route Plans *
Plan for Segregation of Processes Within and Transportation Between Facilities *
Facilities *
Engineering Plans and Specifications *
Security Plan *
Personnel *
Business Leadership Credentials *
Employee Handbook *
Secure Transport Drivers *
Drivers' Manual *
Quality Control and Quality Assurance Plan *
Contamination and Recall Plan *
Marketing and Advertising Plan *
Website and Social Media *
Ownership Entity Individuals (if applicable)
UPLOAD
SAVE
SAVE & NEXT
CANCEL

Payment


REQUEST FOR BUSINESS APPLICATION INFORMATION
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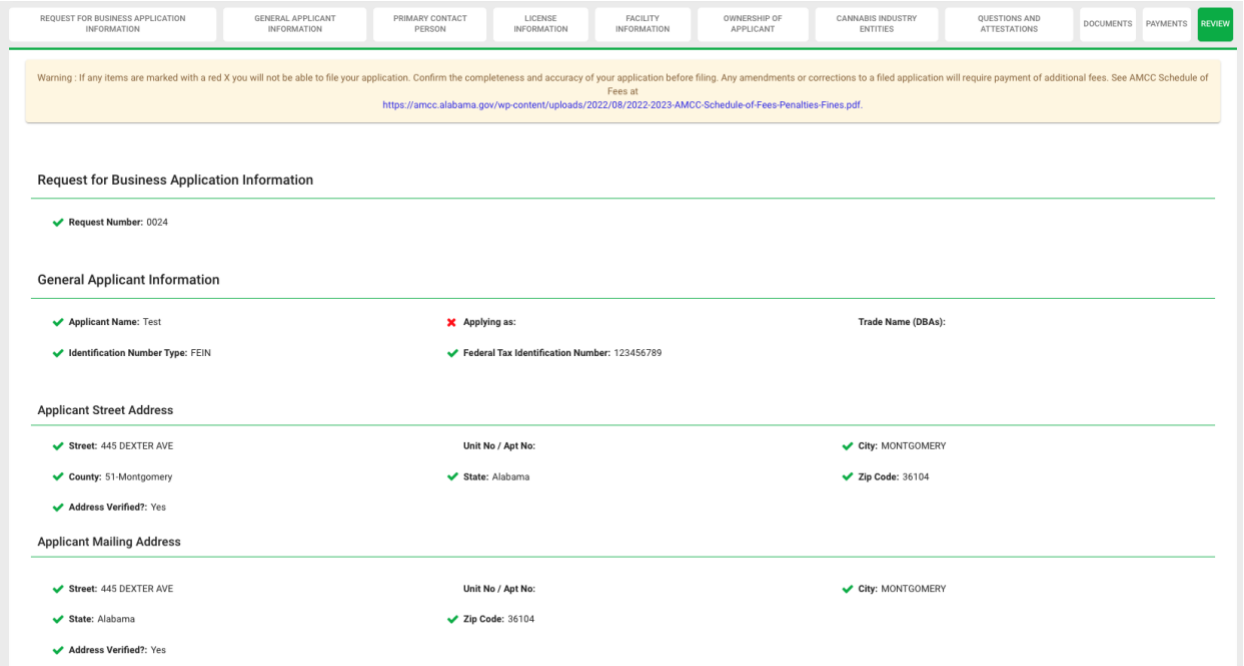
OWNERSHIP OF APPLICANT
CANNABIS INDUSTRY ENTITIES
QUESTIONS AND ATTESTATIONS
DOCUMENTS
PAYMENTS
REVIEW
Payment Options *
Credit Card
ACH
SAVE
SAVE & NEXT
CANCEL

Review

Once all sections are complete a review section will indicate required missing data with a red X. Select the corresponding tab to complete the missing information or document.



To save progress and return later, select save and log off

Support

For questions regarding application requirements, acceptable documentation, the status of your application, payments, rules, regulations, policy, or other program specific questions, please contact the Alabama Medical Cannabis Commission: applications@amcc.alabama.gov

For up-to-date information on the Alabama Medical Cannabis Program visit: https://amcc.alabama.gov/.

For technical support and payment questions, please contact NIC Alabama at support@alabamainteractive.org or 1-866-353-3468.