



**COMMERCIAL CANNABIS BUSINESS
INITIAL APPLICATION/PROPOSAL
CITY OF SONOMA**

City of Sonoma

Planning Department

No. 1 the Plaza

Ph: 707.938.3681

Email: cityhall@sonomacity.org

www.sonomacity.org

APPLICANT (ENTITY) INFORMATION

APPLICANT/PROPOSER¹ (ENTITY) NAME: _____ DBA: _____

Physical Address: _____ City: _____ State: _____ Zip: _____

PRIMARY CONTACT (Same as above? Yes No): _____

Title: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

HAS ANY INDIVIDUAL IN THIS APPLICATION APPLIED FOR ANY OTHER CANNABIS PERMIT IN THE CITY OF SONOMA: Yes No

Select one or more of the following categories. For each category, indicate whether you are applying for Adult-Use ("A") or/and Medicinal ("M") or both.

Retail (Non-Storefront) Adult Use Medical Use

Retail (Store-front) Adult Use Medical Use

Business Formation Documentation: Describe how the business is organized (attach related documents).

Sole Proprietor C-Corporation S-Corporation Limited Liability Company Limited Partnership

¹ Acronyms and capitalized terms shall have the same meaning as those acronyms and terms are defined in City Ordinance No. 03-2019 and/or the Administrative Regulations promulgated thereunder, unless the context clearly indicates otherwise.

APPLICATION SUBMITTAL CHECKLIST

Applicants failing to timely submit any of the following items and otherwise comply with the requirements specified in the City of Sonoma's Administrative Regulations ("Administrative Regulations" or "Regulations") promulgated pursuant to Sonoma Ordinance No. 03-2019 and the City of Sonoma's Application Procedures & Guidelines for a Commercial Cannabis Business ("Guidelines") will be determined ineligible (unless otherwise noted by an asterisk for special deadlines) and will not move forward to Step 2 in Phase 1 of the application process:

- All of the information and documentation specified in Sonoma Ordinance No. 03-2019 and the Administrative Regulations ("Administrative Regulations") promulgated thereunder which are necessary to constitute a complete Proposal for the awarding of a Conditional Certificate.
- All of the information and documentation specified in the Application Procedures & Guidelines for A Commercial Cannabis Business ("Guidelines") necessary to rank the Proposal and determine whether the Proposal satisfies the criteria described in the Guidelines.

Phase 1 - RFP, Preliminary Qualifications and Selection of Finalists.

- ✓ Complete and signed Commercial Cannabis Application not exceeding a total of 125 pages.
- ✓ Application saved in PDF format on a single USB memorystick.
- ✓ Proof of comprehensive general liability insurance (minimum 5M per occurrence).*
- ✓ A signed Limited Liability waiver.
- ✓ A signed Indemnification form.
- ✓ Business formation documents and all documents filed with the California Secretary of State.
- ✓ Live Scan/Background Check information for each Owner/Principal.

Phase 2 – Site Review and Final Vendor Selection Process.

- ✓ Proof of Ownership of the Property, a signed and notarized Rental Lease Agreement or Letter of Intention.**
- ✓ Additional information per city request.

*Must show evidence prior to the approval of regulatory permit issuance.

** Required in Phase 2 for the final Applicants as noted in the Administrative Regulations.

See Appendix A for a complete list of evaluation criteria required for Phase 1 of the Application process.

SUPPORTING INFORMATION

List all fictitious business names the applicant is currently operating under including the address where each business is located:

Has the Applicant or any of its owners ever been the subject of any administrative enforcement action, including but not limited to suspension, denial, or revocation of a cannabis business license? If so, please list and explain:

Is the Applicant or any of its owners currently involved in a cannabis application process (for any type of business, development or enterprise) in any other jurisdiction?

APPLICATION CERTIFICATION

I hereby certify, under penalty of perjury, on behalf of myself and all owners, managers and supervisors identified in this application that the statements and information furnished in this application and the attached exhibits present the data and information required to permit the City to conduct and complete Phase 1 of the selection process, and that the facts, statements, and information presented herein and herewith are true and correct to the best of my knowledge and belief. I understand that a misrepresentation or concealment of fact in this Proposal is cause for rejection of this Proposal, refusal to award the undersigned a Conditional Certificate, denial of a Commercial Cannabis Business Permit, or revocation of a permit or certificate issued.

In addition, I understand that the filing of this application grants the City of Sonoma permission to reproduce submitted materials for distribution to staff, Commission, Board and City Council Members, and other Agencies to process our Proposal. Nothing in this consent, however, shall entitle any City officer, official, employee, agent, consultant or representative to make use of patented or copyrighted material contained in plans, exhibits, and photographs included in this Proposal for any purpose unrelated to the City's consideration of this Proposal; provided, however, that such prohibition shall only apply to those materials which the undersigned expressly and in writing identifies to the City in advance of their being used by the City as being protected under patent and/or copyright laws.

Furthermore, by submitting this Application, the undersigned understands and agrees that in the event that this Proposal/Application results in the City granting to the undersigned a Commercial Cannabis Business Permit (CCBP) and the undersigned establishes and operates a commercial cannabis business in accordance with and pursuant to said CCBP, said business must be maintained and operated strictly in accordance with the requirements of the City of Sonoma Municipal Code, the CCBP, the Cannabis Business Administrative Regulations promulgated by the City and applicable State law.

I hereby declare under penalty of perjury under the laws of the State of California that the information contained in this Proposal and submitted with this Proposal is true, complete, not misleading and accurate and that I execute this Declaration on _____ 2020, at _____ [city and state].

Name: _____

Signature: _____

Title: _____

Date: _____

For details about the information required as part of the application/proposal process, see the Application Procedures & Guidelines, Administrative Regulations, City of Sonoma Ordinances Nos. 03-2019 and 04-2019 and any additional requirements to complete the application process. All documents can be found online at <https://www.sonomacity.org/cannabisaretailRFP>. For questions, please contact the Planning Department at 707.938.3681.

OWNER INFORMATION

I declare under penalty of perjury under the laws of the State of California that the information provided on this disclosure form is true and accurate to the best of my knowledge and that this declaration is executed on _____2020 at _____.

Ownership % _____

Name: _____ Title: _____

Address: _____ City: _____ State: _____ Zip: _____

Background Information Included as required? Yes No

Signature: _____ Date: _____

I declare under penalty of perjury under the laws of the State of California that the information provided on this disclosure form is true and accurate to the best of my knowledge and that this declaration is executed on _____2020 at _____.

Ownership % _____

Name: _____ Title: _____

Address: _____ City: _____ State: _____ Zip: _____

Background Information Included as required? Yes No

Signature: _____ Date: _____

I declare under penalty of perjury under the laws of the State of California that the information provided on this disclosure form is true and accurate to the best of my knowledge and that this declaration is executed on _____2020 at _____.

Ownership % _____

Name: _____ Title: _____

Address: _____ City: _____ State: _____ Zip: _____

Background Information Included as required? Yes No

Signature: _____ Date: _____

I declare under penalty of perjury under the laws of the State of California that the information provided on this disclosure form is true and accurate to the best of my knowledge and that this declaration is executed on _____2020 at _____.

Ownership % _____

Name: _____ Title: _____

Address: _____ City: _____ State: _____ Zip: _____

Background Information Included as required? Yes No

It must be completed by all owners (as defined in City of Sonoma Ordinance No. 03-2019).
Ownership percentage should equal 100%.

ADD MORE PAGES AS NECESSARY TO ACCOMMODATE ALL COMMERCIAL CANNABIS BUSINESS OWNERS.