



FOR OFFICE USE ONLY	
CASE #:	_____
SUBMITTAL DATE:	_____
APPLICATION FEE:	_____
BACKGROUND FEE:	_____
ACCEPTED BY:	_____

CANNABIS TESTING LABORATORY PERMIT RENEWAL APPLICATION

BUSINESS INFORMATION

LEGAL NAME OF BUSINESS REQUESTING CHANGES		DBA
PRIOR IRVINE CANNABIS PERMIT#	CALIFORNIA CANNABIS LICENSE#	BUSINESS LICENSE ISSUANCE DATE
PHYSICAL ADDRESS		PHONE
CITY	STATE	ZIP
BUSINESS OWNER NAME		EMAIL
1.	PHONE	EMAIL
2.		
3.		
4.		

PROPERTY OWNER INFORMATION

OWNER NAME		TITLE
HOME ADDRESS*		PHONE*
CITY	STATE	ZIP
		EMAIL*

SUBMITTAL REQUIREMENTS

APPLYING FOR (SELECT ONE): ANNUAL LICENSE RENEWAL **-OR-** MODIFICATION OF PREMISES
(Material change to the licensed premises)

Review the following submittal requirements and **only** submit those items that are required for your type of application. **Applications will not be approved without them.** For more information, see [Submittal Requirements](#) descriptions and pricing.

SUBMITTAL REQUIREMENTS	ANNUAL LICENSE RENEWAL	MODIFICATION OF PREMISES
<input type="checkbox"/> Cannabis Testing Laboratory Permit Renewal Application	YES	YES
<input type="checkbox"/> Application Fee (as per application type)	NO	NO
<input type="checkbox"/> Background Check Application (per individual)	YES	NO
<input type="checkbox"/> Property Owner Statement of Consent	YES	YES
<input type="checkbox"/> Lease or other Proof of Property Control	YES	YES
<input type="checkbox"/> Current Employee Listing	YES	NO
<input type="checkbox"/> Proof of Insurance	YES	YES

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CANNABIS TESTING LABORATORY PERMIT RENEWAL APPLICATION

<input type="checkbox"/> Business and Community Liaison Contact	YES	NO
<input type="checkbox"/> Organization Chart/Financial Interest List	YES	NO
<input type="checkbox"/> Current Floor Diagram	YES	YES
<input type="checkbox"/> Proposed Floor Diagram	NO	YES
<input type="checkbox"/> Security Camera Diagram	YES	YES
<input type="checkbox"/> Security Alarm Contract	YES	YES

MODIFICATION OF PREMISES

A licensee must submit an application prior to performing any material changes to the premises. Material changes include, but are not limited to any increase or decrease in physical size, changes to ingress or egress from limited-access areas, addition of sales counters or display cases, and installation or replacement of electrical fixtures or equipment for purposes of increasing production. Licensees may not modify their licensed premises until approved by state and local authorities.

PROPOSED CHANGES TO PREMISES

IF MODIFICATION IS TEMPORARY, PROVIDE TIME PERIOD WHEN PROPOSED CHANGE WILL OCCUR

START DATE: _____

END DATE: _____

FEES

After submittal, you will receive an invoice via email for \$4,068.78 permit fees and \$2,850.03 inspection fee.

OATH OF APPLICANT

I understand I am responsible for knowing and complying with all Local laws and regulations governing commercial cannabis business in the City of Irvine pursuant to Irvine Municipal Code (IMC) Title 4, Division 22, Ordinance 18-02 Cannabis Testing Laboratories, to establish standards and regulations for commercial cannabis uses.

I declare under penalty of perjury in the second degree that I have read the following application and all attachments thereto and that all information therein is true, correct and completed to the best of my knowledge.

PRINT NAME

TITLE

SIGNATURE**

DATE

**An [Electronic/Digital Signature Disclosure](#) may be submitted with your application in lieu of a wet signature.

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The City of Irvine has examined the following application and supporting documentation thereto, and that all information therein is true, correct, and complete to the best of my knowledge.

DATE REQUEST FILED: _____

PRINT NAME: _____

TITLE: _____

APPROVED

APPROVED BY: _____

DATE: _____