

Cannabis Dispensary Required Documentation Checklist

- ☐ Applicant and business ownership information and contact information.
- ☐ Identification of the individual responsible for operation of the dispensary.
- ☐ Required permit and license history disclosures.
- ☐ A copy of the applicant's current, valid retail dispensary license issued by the Ohio Department of Commerce, Division of Cannabis Control, along with applicable approval documentation.
- ☐ Written permission from the property owner consenting to the operation of a cannabis dispensary on the property.
- ☐ A site plan identifying the property, county parcel identification number, and complete street address, including applicable streets, entrances and exits, driveways, private roads, fire lanes, buildings, parking and loading areas.
- ☐ Proof of registration with the City's Income Tax Division.
- ☐ Any additional information requested by the City that is reasonably necessary to review the application and determine compliance with applicable City and state requirements.