

# STICK AROUND!



**THE Q&A WILL  
BEGIN MOMENTARILY**



**Q&A Virtual Lunch Hour  
w/ Jason Killeen**

# WELCOME REMARKS



Q&A Virtual Lunch Hour  
w/ Jason Killeen





# 2025 License Renewal

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Opened September 2, 2024  
Closes on November 1, 2024\*

\* to avoid late penalty fees

# License Renewal - Timeline

## **Regular Renewal Period:**

September 2, 2024 - November 1, 2024

## **Late Renewal Period\*:**

November 2, 2024 - December 31, 2024

## **2nd Late Renewal Period\*:**

January 1, 2025 - February 28, 2025

\* Late renewal applications and fees may be accepted through February 28, 2025, but additional fees will apply.



# License Renewal - Requirements

1. Legal Business Entity Record Disclosure Form ([LIC-4008-FORM](#));
2. Indemnification Agreement ([LIC-4005-FORM](#));
3. Successor In Interest Form ([LIC-4018-FORM](#)) \*, if one has not been submitted or if there is an update;
4. A current Business Premises Diagram (that complies with requirements from [LIC-4024-FORM](#));
5. Evidence of site control for calendar year 2025, such as an executed lease or property deed; and,
6. Payment of renewal fees and any previously deferred fees.

\* The [LIC-4018-FORM](#) is only required if one has not been submitted previously or if there is an update to your prior submission. This document will be uploaded and maintained on the Legal Business Entity Record.



# License Renewal - Fees

License Renewal Fee Table		Renewal Fee	Renewal Fee (+ES1)*	Renewal Fee (+ES2)*
<i>Renewal Types</i>	<i>Record Suffix</i>	<i>9/2/24 - 11/1/24</i>	<i>11/2/24 - 12/31/24</i>	<i>1/1/25 - 2/28/25</i>
Record	-ANN (Non-Operational)	\$1,829	\$2,598	\$3,464
Temporary Approval	- ANN (Temporary Approval)	\$4,233	\$6,013	\$8,016
Annual License	- LIC	\$8,486	\$12,054	\$16,071

\* Expedited Services



# License Renewal - Payment Options

## 1. Office of Finance (In Person Appointments or Mail)

- a. Payment Options: Cash, Check, Money Order, Credit Card
  - i. May pay the full invoice or the full amount of a single line item.
- b. In Person
  - i. Request an appointment via email at [finance.csd.appt@lacity.org](mailto:finance.csd.appt@lacity.org).
  - ii. You must schedule and confirm a payment appointment with the Office of Finance by November 1. Payments may be timely if you schedule and confirm an appointment by November 1 even if the appointment occurs after November 1. (LAMC section 104.03(e).)
- c. Mail
  - i. Payment must be postmarked on or before November 1.

## 2. LADBS Development Services Centers (In Person)

- a. Payment Options: Cash, Check
  - i. May only pay the full invoice. Single line item payments not accepted.
- b. For additional information:
  - i. <https://cannabis.lacity.gov/articles/new-way-make-payments-ladcr-fees>



# License Renewal - Step by Step Instructions

DCR has created a [PDF document](#) that walks applicants through a step by step process to navigate the DCR License Renewal process. The link is available on the DCR website, this presentation, and will be included in future communications sent via Accela.



CITY OF LOS ANGELES DEPARTMENT OF  
**CANNABIS  
REGULATION**

## **2025 RENEWAL CYCLE STEP BY STEP INSTRUCTIONS**

The instructions provided in this document guide applicants through a step by step process on how to navigate and complete the DCR 2025 renewal process.

### **Reminders**

- You must renew each individual record you wish to keep active. If you have







CITY OF LOS ANGELES DEPARTMENT OF  
**CANNABIS**  
REGULATION



You're invited to  
**PITCH PERFECT**

**October 10**  
**10am - 3pm**

**Social Equity Program**  
**Training Summit**

Featuring Subject Matter Expert **Jake Kuczeruk** to host a panel discussion on elevating your pitch deck and secure funding

Networking | DCR One-on-One Assistance  
Coaching Services | Voter Registration

Lunch Provided | Free Parking

📍 Friendship Auditorium  
3201 Riverside Drive, Los Angeles, CA 90027

# THANKS FOR COMING

DCR's Next Q&A Virtual Lunch  
October 23, 2024 at Noon

