Clark County Department of Business License
Jacqueline R. Holloway, Director
500 S Grand Central Pkwy, 3rd Floor, BOX 551810
Las Vegas, NV, 89155-1810

Instructions for Transfer of Ownership of a Medical Marijuana Establishment

In accordance with the Policy issued by the State of Nevada Division of Public and Behavioral Health, Transfers of Ownership are permitted for Medical Marijuana Establishments (MME), pending local jurisdiction approval. The following instructions are intended to aid the existing Owner or Operator and proposed new Owner or Operator of the MME in providing required information and documents to the Department at:

Clark County Department of Business License
500 S Grand Central Pkwy
BOX 551810
Las Vegas, NV 89155-1810

TRANSFER OF OWNERSHIP INSTRUCTIONS
All forms are available for download at
http://www.clarkcountynv.gov/Depts/business_license/Pages/MedicalMarijuanaEstablishments.aspx

1. Complete a Business License Application Form.

2. Complete Section 2 of the Financial Questionnaire for any and all new owners.

3. Complete a new Ownership Disclosure Form listing all individuals with any ownership interest in the business and their percentages of ownership. The total percentage must equal 100%.

4. Provide a detailed organizational chart, updated to reflect new owners.

5. Provide a detailed description of the proposed Transfer of Ownership.

6. Provide copy of Special Use Permit approval letter.

7. Provide a CD containing a COMPLETE SET of data that will be submitted to the State of Nevada for the Medical Marijuana Establishment Transfer of Ownership, including what was submitted (a) in paper form and (b) on compact disc. The CD must be packaged in a case and clearly labeled as "Nevada State MME Transfer of Ownership Data" with the business name and address.

Upon receipt of the Application and information required in #1 through #7 above, the Department of Business License will begin processing your application. During this process, the Department may request an FBI background check for any and all applicants for whom one has not already been conducted.

Once all public safety inspections have been performed and the applicable agencies have signed off that the applicant is in compliance with the Code and regulations, the Department will schedule a Code Conference with the applicant to review the requirements and provisions of the County Code that may affect the applicant and the operation of the Medical Marijuana Establishment.

At the Code Conference, the applicant must make available for review by the Department the Business Plan for the Medical Marijuana Establishment. The Business Plan will not be retained by the Department.

NOTICE: No business may be conducted until a Clark County Business License has been approved and issued by the Department.

TRANSFER OF OWNERSHIP FEES

The Transfer of Ownership of a Medical Marijuana Establishment must be accompanied with the fee as follows:

Fee for internal Transfer of Ownership of Medical Marijuana Establishment (within existing ownership):	$25
Fee for external Transfer of Ownership of Medical Marijuana Establishment (to an individual or group of individuals outside the existing ownership):	$1500

If you have any questions please submit them to: BLOutreach@clarkcountynv.gov