

INSTRUCTIONS

As an associate of an applicant for a cannabis marketing licence, complete all fields and save as high quality PDF. Contact LCRBCannabis@gov.bc.ca to arrange for a secure file transfer of the form and supporting documents. Please include the cannabis marketing licence application number in the email. Do not include the form, documents or any personal information.

DOCUMENT CHECKLIST

In addition to this form, provide the LCRB with the following documents.
All documents must be clear and legible, and must be submitted in high-quality PDF format.

Documents Related to Your Corporation

Notice of Articles

Central Securities Register document. (NOTE: This is not required for public corporations)

List of key personnel of the corporation (NOTE: A complete organization structure is not required)

Key personnel are those people having authority and responsibility for planning, directing, and controlling the activities of the corporation, either directly or indirectly

Key personnel may include: chief executive officer, chief operating officer, chief financial officer, vice presidents, senior managers

Consent for Cannabis Security Screening Forms

Completed "Consent for Cannabis Security Screening" forms for the following individuals:

Directors

Officers

Shareholders holding at least 10% or more of voting shares. (Note: This is NOT required for Public Corporations)

The form and instructions can be found at:

<https://www2.gov.bc.ca/gov/content?id=B8E6EBE15A594CB7832B490C0A2815B2>

Associate Information Forms

Completed "Cannabis Marketing Licence Application: Associate Information Form" for the following individuals:

Directors

Officers

Shareholders holding at least 10% or more of voting shares. (Note: This is NOT required for Public Corporations)

The form and instructions can be found at:

<https://www2.gov.bc.ca/gov/content?id=B8E6EBE15A594CB7832B490C0A2815B2>

Associate Organization Assessment Forms (Note: This section is NOT a requirement for associates who are public corporations)

Completed "Marketing Licence Associate Organization Assessment" forms for the following:

If the associate corporation is a private corporation and one or more of the shareholders is a private corporation, public corporation, partnership or society, all of those shareholders must submit additional documentation

Shareholder documentation must be submitted separately from the application

Please direct all applicable shareholders to <https://www2.gov.bc.ca/gov/content?id=B8E6EBE15A594CB7832B490C0A2815B2> for instructions for submitting their documentation

Attestation Forms

Completed "Identity Verification" and "Witness of Signature" forms for the following individuals:

Directors

Officers

Shareholders holding at least 10% or more of voting shares. (Note: This is NOT required for Public Corporations)

The form and instructions can be found at:

<https://www2.gov.bc.ca/gov/content?id=B8E6EBE15A594CB7832B490C0A2815B2>

Privacy Collection Notice

The information requested on this form is collected by the Liquor and Cannabis Regulation Branch under Sections 26 (a) and (c) of the Freedom of Information and Protection of Privacy Act for the purpose of cannabis licensing, compliance and enforcement matters in accordance with the Cannabis Control and Licensing Act. Should you have any questions about the collection, use, or disclosure of personal information, please contact the Freedom of Information Officer at PO Box 9292 STN PROV GVT, Victoria, BC, V8W 9J8 or by phone toll free at 1-866-209-2111.

PART 1: INFORMATION ABOUT THE LICENCE APPLICATION

Get the information below from the applicant

Reference Number

The application (or "job") number the LCRB gave the applicant.

Applicant Name

The name of the legal entity applying for the cannabis marketing licence.

PART 2: ASSOCIATE CORPORATION DETAILS

Complete all fields. Fields that are incomplete or incorrect will cause delays.

Incorporation Number

Date of Incorporation



Business Number *9 digit number from the Canada Revenue Agency*

Business Contact *The name and contact information of the person the LCRB should contact for ongoing communications*

Contact Person

Phone

Email

Mailing Address *The address for snail mail.*

Corporation Name

Address

City

Country

Province/State

Postal Code/ZIP Code

PART 3: DIRECTORS & OFFICERS

Enter the following information for all directors and officers. If more space is required, please use a separate piece of paper and upload it as a PDF along with supporting documents. Please title the additional page as "Directors, Officers."

First Name

Last Name

Email

Position

Date of Appointment

Check this box if an additional page is included

PART 5: CONNECTIONS TO B.C. CANNABIS RETAIL STORE LICENSEES OR APPLICANTS

Does the corporation have any association, connection or financial interest in a B.C. cannabis retail store licensee or applicant?

Yes No

- i** This includes, but is not limited to:
- Directly holding voting shares in a licensee or applicant.
 - Indirectly holding voting shares in a licensee or applicant. For example, through a subsidiary or holding voting shares in a company that holds voting shares in a licensee or applicant.
 - Having a beneficial interest in a licensee or applicant. For example, through a trust.
 - A contractual business arrangement of any sort.

If Yes - Provide the name of the licensee or applicant and details of the connection (e.g. percentage and type of shares held).

For Private Corporations only:

Does a B.C. cannabis retail store licensee or applicant have any association, connection or financial interest in the corporation?

Yes No

- i** This includes, but is not limited to:
- Directly holding voting shares in the corporation.
 - Indirectly holding voting shares in the corporation. For example, through a subsidiary or holding voting shares in a company that holds voting shares in the corporation.
 - Having a beneficial interest in the corporation. For example, through a trust.
 - A contractual business arrangement of any sort.

If Yes - Provide the name of the licensee or applicant and details of the connection (e.g. percentage and type of shares held).

For Public Corporations only:

Does any shareholder with 20% or more voting shares have any association, connection or financial interest in a B.C. cannabis retail store licensee or applicant?

Yes No

- i** This includes, but is not limited to:
- Directly holding voting shares in a licensee or applicant.
 - Indirectly holding voting shares in a licensee or applicant. For example, through a subsidiary or holding voting shares in a company that holds voting shares in a licensee or applicant.
 - Having a beneficial interest in a licensee or applicant. For example, through a trust.
 - A contractual business arrangement of any sort.

If Yes - Provide the name of the licensee or applicant and details of the connection (e.g. percentage and type of shares held).

PART 5: CONNECTIONS TO B.C. CANNABIS RETAIL STORE LICENSEES OR APPLICANTS (CONTINUED)

Does any shareholder with 20% or more of voting shares have any immediate family members with any connection to a B.C. cannabis retail store licensee or applicant?

Yes No

i This includes, but is not limited to:

- Directly holding voting shares in a licensee or applicant.
- Indirectly holding voting shares in a licensee or applicant. For example, through a subsidiary or holding voting shares in a company that holds voting shares in a licensee or applicant.
- Having a beneficial interest in a licensee or applicant. For example, through a trust.
- A contractual business arrangement of any sort.

Immediate family members include spouses, parents, siblings, children, sons-in-law and daughters-in-law

If Yes – Provide the name of the licensee or applicant and details of the connection (e.g. percentage and type of shares held).

PART 6: CONNECTIONS TO FEDERAL PRODUCERS OF CANNABIS

Does the corporation have any association, connection or financial interest in a federally licensed producer of cannabis?

Yes No

i This includes, but is not limited to:

- Directly holding voting shares in a federal producer.
- Indirectly holding voting shares in a federal producer. For example, through a subsidiary or holding voting shares in a company that holds voting shares in a federal producer.
- Having a beneficial interest in a federal producer. For example, through a trust.
- A contractual business arrangement of any sort.

If Yes - Provide the name of the federal producer and details of the connection (e.g. percentage and type of shares held).

For Private Corporations only:

Does a federally licensed producer of cannabis have any association, connection or financial interest in the corporation?

Yes No

i This includes, but is not limited to:

- Directly holding voting shares in the corporation.
- Indirectly holding voting shares in the corporation. For example, through a subsidiary or holding voting shares in a company that holds voting shares in the corporation.
- Having a beneficial interest in the corporation. For example, through a trust.
- A contractual business arrangement of any sort.

If Yes - Provide the name of the federal producer and details of the connection (e.g. percentage and type of shares held).

PART 6: CONNECTIONS TO FEDERAL PRODUCERS OF CANNABIS (CONTINUED)

For Public Corporations only:

Does any shareholder with 20% or more voting shares have any association, connection or financial interest in a federally licensed producer of cannabis?

Yes No

i This includes, but is not limited to:

- Directly holding voting shares in a federal producer.
- Indirectly holding voting shares in a federal producer. For example, through a subsidiary or holding voting shares in a company that holds voting shares in a federal producer.
- Having a beneficial interest in a federal producer. For example, through a trust.
- A contractual business arrangement of any sort.

If Yes – Provide the name of the federal producer and details of the connection (e.g. percentage and type of shares held).

Does any shareholder with 20% or more of voting shares have any immediate family members with any connection to a federally licensed producer of cannabis?

Yes No

i This includes, but is not limited to:

- Directly holding voting shares in a federal producer.
- Indirectly holding voting shares in a federal producer. For example, through a subsidiary or holding voting shares in a company that holds voting shares in a federal producer.
- Having a beneficial interest in a federal producer. For example, through a trust.
- A contractual business arrangement of any sort.

Immediate family members include spouses, parents, siblings, children, sons-in-law and daughters-in-law

If Yes – Provide the name of the federal producer and details of the connection (e.g. percentage and type of shares held).