



September 12, 2025

Dear Applicant,

As Cannabis Office Administrator, I am pleased to present the application for Rhode Island's Adult-Use Cannabis Retail License. This is a significant step in the development of our state's cannabis program, and the Cannabis Office is committed to ensuring that the process is efficient, transparent, and accessible to all who wish to participate.

Our work is grounded in principles that safeguard public health, uphold accountability, and promote fairness. This application process has been designed to reduce unnecessary burdens while maintaining the highest standards of regulatory compliance. It reflects Rhode Island's values of social equity and inclusion, while also supporting the growth of a responsible and innovative cannabis industry in our state.

Every application will be reviewed with consistency, integrity, and a reliance on data-driven decision-making. At the same time, our office remains focused on continuous improvement, adopting tools and practices that strengthen oversight and improve the applicant experience.

I encourage you to carefully complete and submit your application by **4:00 PM on Monday, December 29, 2025**. The Cannabis Office is here not only as a regulator but also as a resource for applicants, licensees, and community members. Together, we can foster a well-regulated cannabis market that advances opportunity, safeguards the public, and serves Rhode Island for years to come.

Sincerely,

Michelle A. Reddish, MS, MPH
Administrator, Cannabis Office
Rhode Island Cannabis Control Commission

Application Instructions for Adult-Use Cannabis Retail License

Interested parties should review the Application and submit any questions by email only to CCC.AURApp@ccc.ri.gov with the subject line “*Application for Adult-Use Retail License Application Questions.*” Questions received and the answers thereto will be posted on the Cannabis Control Commission website so that all Applicants will have access to the same information.

Cannabis Control Commission Business Hours:

Monday – Friday
8:30 AM – 4:00 PM

For additional information regarding the Application process, please visit the Commission’s website at: <https://ccc.ri.gov/>.



Part 1 – Application Information and Instructions

The Cannabis Control Commission (“the Commission”) is accepting Applications from qualified Applicants interested in being issued an Adult-Use Cannabis Retail License.

Pursuant to The Rhode Island Cannabis Act, R.I. Gen. Laws § 21-28.11-1 *et seq.* (“the Act”), the Commission is responsible for licensing Adult-Use Cannabis Retailers (“AURs”) for the licensed dispensing of cannabis to consumers aged 21 years or older. Licensed Adult-Use Cannabis Retailers may dispense cannabis in accordance with the Act and the Commission’s Rules and Regulations, RICR Title 560 Chapter 10 (the “Regulations”). **Applicants should thoroughly review the Regulations, which can be found in the [Rhode Island Code of Regulations on the Secretary of State’s website](#):**

Section A: Application Period

The period for submission of applications will be from 3:00 p.m. on September 12, 2025, through 4:00 p.m. on the December 29, 2025 (the “Application Submission Deadline”).

It is the Applicant’s responsibility to ensure that any application is complete and submitted before the close of the Application Submission Deadline. Incomplete applications will be deemed deficient and will not be accepted for review and evaluation, and any application fee will not be refunded. The Commission will not accept or consider applications tendered after 4:00 p.m. on Monday, December 29, 2025.

Section B: General Instructions

Read this Application carefully. Answer each question completely. Do not leave blank spaces.

1. All application materials that require a signature must be signed by an “authorized signatory” of the Applicant. An “authorized signatory” means a person that is authorized by the Applicant to attest to the accuracy of all application information, materials and content submitted.
2. When used in this Application, “Applicant” refers to the individual or entity applying for the Adult-Use Cannabis Retail License, *not* the individual completing the Application, if different.
3. If a question does not apply, write “N/A.” If the correct answer to a particular question is “None” write “None.”
4. All Forms, Exhibits, Documents and Deliverables on the Checklist are mandatory and must be completed and submitted **at the time of filing this Application** in order for the Application to be complete and eligible for review and consideration.
5. Failure to submit an Application with all of the Forms, Exhibits, Documents and Deliverables attached and completed may result in the disqualification of the Application from the evaluation process.

6. The Applicant is under a **continuing duty to promptly notify** the Commission if there is a proposal to change any information provided and the Commission reserves the right to reject any proposed changes.
7. All Application Forms, Exhibits, Documents and Deliverables should be single spaced and typed in 12-point Calibri or Times New Roman font, except for specifically requested supporting documentation such as bank statements and facility diagrams.
8. All supporting documentation must be accompanied by a cover page containing a brief description of the document including the section of the application the document corresponds to and a list of relevant interest holders, as applicable.
9. Do not misstate or omit any material fact(s).
10. The submission of an Application constitutes acceptance of the requirements, administrative stipulations, and all of the terms and conditions of this Application. All costs and expenses incurred in submitting an Application will be borne by the Applicant.
11. The Application Forms, Exhibits, Documents and Deliverables are the same for all Application types including: general retail, social equity retail, and workers' cooperative retail.
12. **Definitions:** For the definition of specific terms, please refer to the definitions set forth in R.I. Gen. Laws § 21-28.11-3 and in the Regulations.

Application Submission

It is the Applicant's responsibility to ensure timely delivery of its Application to the Commission by the 4:00 p.m. on December 29, 2025. Late Applications will not be accepted.

Applications may only be submitted via the State of Rhode Island's [Cannabis Licensing Portal](#). Applicants can access the Application by creating an account within the portal, selecting "Apply for a License, Card, or Tags," and then selecting "Commercial Cannabis Licensing."

All files submitted as part of an Application must be named in the following format:

APPLICANT NAME_ATTACHMENT NAME_APPLICATION VERSION

For example, the file containing Version A of the forms will be named as follows:

Applicant LLC_Forms_Version A

Application components should be compiled into three files for each Application version. Specifications for each Application version are detailed in Part 3 of this Application. They should be identified and include components as follows:

File Identifier	Required Application Components
Forms	AUR Forms 1-4
Narratives	AUR Exhibits A-D
Premises	AUR Premises Requirements

There is a 25mb file size limit for each uploaded file.



It is the responsibility of the Applicant to ensure that all files are correctly named, compiled, and readable upon being uploaded to the portal. Failure to do so may result in the Application being deemed incomplete and illegible for evaluation and entry into the randomized selection process.

Section C: Communications with the Cannabis Control Commission – Application Questions

All questions about the Application or Application process must be sent to the Commission **by email only at CCC.AURApp@ccc.ri.gov** with the subject line “**Adult-Use Cannabis Retailer Question.**” Failure to follow this procedure may result in Application disqualification.

Questions received and the Commission’s answers thereto will be posted on the [Commission’s website](#) so that all Applicants will have access to the same information. The Commission reserves the right to not respond to questions concerning matters that are already addressed in the Application, the Act and/or the Regulations, or those that the Commission deems immaterial or inappropriate.

For questions received after 4:00 p.m. of the week of the submission deadline the Commission may not respond. Applicants are encouraged to identify and submit any questions as soon as possible.

Section D: Application Requirements and Procedures

Applicants should review the Act and the Regulations for further information regarding application requirements and procedures.

Zones – Procedures and Limitations

In accordance with R.I. Gen. Laws § 21-28.11-10.3, below are the “application zones” where the twenty-four (24) retail licenses are available:

Zone	Included Municipalities	Number of Available Adult-Use Cannabis Retailer Licenses (Non-Equity and Non-Cooperative)	Number of Available Adult-Use Social Equity Cannabis Retail Licenses	Number of Available Adult-Use Workers’ Cooperative Cannabis Retail Licenses
1	Burrillville, Cumberland, Glocester, North Smithfield, and Woonsocket	2	1	1
2	Central Falls, Johnston, Lincoln, North Providence, and Providence	2	1	1

3	Coventry, Foster, West Greenwich, and West Warwick	2	1	1
4	Cranston, North Kingstown, and Warwick	2	1	1
5	Charlestown, Exeter, Hopkinton, Narragansett, Richmond, South Kingstown, and Westerly	2	1	1
6	Bristol, East Providence, Middletown, Newport, New Shoreham, Pawtucket, Portsmouth, Tiverton, and Warren	2	1	1

It is the responsibility of the Applicant to comply with all necessary municipal requirements and obtain all necessary municipal approvals.

An Applicant who applies for an Adult-Use Cannabis Retail license may only submit one application per zone, regardless of license type. A person or entity cannot be an interest holder (as defined in the Regulations) in more than one Applicant or Application per zone. An Applicant may apply for a license in more than one zone. Applicants who apply in more than one zone must submit a separate application and separate application fee for each zone applied to, and identify in each application all applications that have been submitted by the Applicant, and in which zones. **All application fees are nonrefundable.** If an Applicant is selected for a license in more than one zone, that Applicant must select a single zone in which the Applicant will proceed with licensing. Another Applicant will then be selected for the zone(s) that were renounced by the originally selected Applicant.

An Applicant selected for licensure may not change or alter its proposed location to another location within the same zone without prior Commission approval. A selected Applicant may not relocate or change its proposed location outside of the zone for which they were selected.

A selected Applicant may not change or alter its proposed ownership structure, or any other Application materials, at any time during the application or selection process without prior Commission approval.

Review and Evaluation Criteria

The Commission shall review and evaluate complete Applications based upon the criteria set forth in the Act and the Regulations. All Applications that are deemed complete and qualified by the Commission shall be eligible for selection.

The Commission may require an inspection of the proposed licensed premises in order to verify information contained in an Application before deeming an Applicant qualified and eligible for inclusion in the selection process.

Divestiture of Prohibited Financial Interests

All interests, financial or otherwise, must comply with the Act and the Regulations, and must be disclosed on the Application. Pursuant to 560-RICR-10-10-1.3.2 of the Regulations:

1. No person or entity may control, manage, operate or be a majority owner in more than one (1) cannabis cultivator, cannabis product manufacturer, cannabis retailer, or compassion center.
2. Compassion center licensees shall also comply with the ownership and divestiture rules set forth in the Medical Marijuana Act, R.I. Gen. Laws § 21-28.6-12(d)(5)(v) and in 560-RICR-10-10-1.8.
3. No cannabis establishment licensee or interest holder may have any interest in a Rhode Island licensed testing laboratory.

Disclosure of any such interests and a divestiture plan must be made in the Application.

Denial or Disqualification of Application

The Commission may disqualify or deny any Application or decline to issue a license under any of the following circumstances:

1. The Applicant fails to submit the Application by 4:00 p.m. on Monday, December 29, 2025.
2. The Applicant fails to submit a complete Application including all Forms, Exhibits, Documents and Deliverables set forth on the Checklist in Part 2 and the copies with required redactions set forth in Part 3 of this Application.
3. The Application contains a material misstatement, omission, misrepresentation, or untruth.
4. The Applicant fails to pay the required Application fee, if required based on Application type, prior to the Application Submission Deadline.
5. The payment of taxes due in any jurisdiction by the Applicant or one of its Interest Holders is in arrears.
6. The Applicant fails to demonstrate to the Commission's satisfaction that it adequately meets the qualifications and requirements outlined in this application, the Act, and/or the Regulations.
7. The Applicant fails to pay the required license fee.
8. The Applicant fails to demonstrate or implement any policies, procedures or actions indicated in its Application.

Section E: Important Notices/Disclaimers

1. This Application is an **OFFICIAL DOCUMENT** of the Commission. It **MAY NOT** be altered or changed in any fashion except to fill in the areas provided with the information that is required. Should any alteration or revision of a question occur, the Commission reserves the right to deny the Application in its entirety or deem void that specific response and treat that section as unanswered.
2. The burden of completing the Application and demonstrating an Applicant's qualifications at all times rests with the Applicant. The Applicant accepts any and all risks associated with adverse public notice, criticism, emotional distress, or financial loss that may result from any action related to this Application. The Applicant expressly waives any and all claims for damages as a result thereof.
3. After the Application has been submitted, the Applicant may withdraw the submitted Application via the licensing portal. The Application fee will not be refunded.
4. Applicants are prohibited from submitting additional information after an Application is submitted unless the Commission specifically requests additional information.
5. The Commission may request additional information or request an inspection of a proposed location if it determines that it is necessary to process and fully evaluate an Application. The Applicant shall provide the additional information, documentation, materials and/or certifications within the time prescribed and at the Applicant's own expense. If the Applicant does not provide the requested information within the prescribed time period, the Commission may deem the Application incomplete and remove the Application from the evaluation process.
6. The Applicant is under a continuing duty to promptly disclose to the Commission any changes in ownership, interest holders, and/or Form 2 Disclosures throughout the entirety of the application and licensure periods.
7. Proposed changes to interest holders and key persons require the Commission's approval in accordance with the variance procedure outlined in the Regulations. No variance which affects a majority change in ownership, control, financial interest and/or compensation/remuneration will be approved prior to conclusion of the first year of licensed activities except upon the Commission's determination that public, health, safety, welfare or other such grounds requires such variance.
8. All notices regarding a submitted Application will be sent to the Applicant's Compliance Officer's email address provided on the Application Information Sheet, Form 1. The Applicant must immediately notify the Commission if the Applicant's email address changes. The Applicant is solely responsible for ensuring that all e-mail communications from the Commission are not filtered into a spam/junk folder. E-mails sent by the Commission will be presumed to have been received by the Applicant.
9. No Applicant has a right to any license issued by the Commission. R.I. Gen. Laws § 21-28.11-17. The Commission's decision to approve, disqualify, or deny any Application is final.

Part 2 – Checklist For All Forms, Exhibits, Documents, and Deliverables

The Forms, Exhibits, Documents, and Deliverables set forth below, and redacted as set forth in Part 3 of this document, comprise a complete Application for an Adult-Use Cannabis Retail License. Only applications which the Commission determines to be complete, including submission of all required attachments, as set forth below, shall be eligible for further evaluation and review. Incomplete applications will be deficient and will not be considered, and any application fee will not be refunded.

Identifier	Name/Description	Included
AUR Form 1	Application Information Sheet, Taxpayer Status, Notices and Affirmations executed by a duly authorized signatory of Applicant	<input type="checkbox"/>
AUR Form 2	Disclosure of Owners and Other Interest Holders and required supporting documents executed by a duly authorized signatory of Applicant	<input type="checkbox"/>
AUR Form 3	Interest Holder Certification Statement executed by a duly authorized signatory of Applicant	<input type="checkbox"/>
AUR Form 4	Disclosure executed by a duly authorized signatory of the Applicant of all licenses and/or registrations held in any jurisdiction, and any suspensions, revocations, consent orders/agreements and/or other enforcement or regulatory actions in any jurisdiction, in compliance with 560-RICR-10-10-1.3.1(A)(11)(b)	<input type="checkbox"/>
AUR Exhibit A	Disclosure of any material financial interests or control in another cannabis establishment license and a plan of divestiture in compliance with 560-RICR-10-10-1.3.1(A)(7)	<input type="checkbox"/>
AUR Exhibit B	Applicant's Operations Manual for the Adult-Use Retail establishment with all information and in compliance with 560-RICR-10-10-1.3.1(A)(4)	<input type="checkbox"/>
AUR Exhibit C	Applicant's Business Plan, which shall include a compliance plan for the Adult-Use Cannabis Retail establishment with all information and in compliance with 560-RICR-10-10-1.3.1(A)(2)	<input type="checkbox"/>
AUR Exhibit D	Applicant's Security and Safety Plan with all information in compliance with 560-RICR-10-10-1.3.1(A)(3)	<input type="checkbox"/>
AUR Premises Requirements	All required property information and supporting documentation as required by 560-RICR-10-10-1.3.1(A)(5)	<input type="checkbox"/>

Part 3 – Three (3) Versions of Each Application Required – Some Redaction Required

The Applicant must submit three (3) different electronic versions of the Application, each in turn split among three (3) files as directed above in Section B – Application Submission.

- Version A is the unredacted Application.
- Version B includes certain redactions for purposes of public records disclosures, pursuant to the Access to Public Records Act (APRA), R.I. Gen. Laws Chapter 38-2.
- Version C will be used for the initial anonymous review without identifying information. If this information is complete and adequately displays the Applicant's ability to meet the licensing requirements of the Act and the Regulations, the Commission will review the rest of the Application.

It is the responsibility of the Applicant to redact all necessary information in accordance with the following instructions.

Application Version A – Unredacted Application:

1. A complete version Application with all completed Forms, Annexes, Exhibits, Documents and Deliverable signed where indicated; and
2. Split into three (3) files as directed above in Section B – Application Submission and labeled in accordance with Application instructions.

Application Version B – Application with Redacted Personal, Financial and Security Information:

1. A complete version Application with all completed Forms, Annexes, Exhibits, Documents and Deliverable signed where indicated, redacted as described below to be posted on the Commission's website; and
2. Split into three (3) files as directed above in Section B – Application Submission and labeled in accordance with Application instructions.
 - Leave unredacted names of all Owners, Interest Holders and Key Persons.
 - Redact any social security numbers and/or federal employer identification numbers.
 - Redact all dates of birth and home street addresses as to individual natural persons.
 - Redact any bank account numbers and bank account information on any check or other document that is submitted.
 - Redact all ownership percentages and dollar amounts, including in the Form 2, Form 4 and schedules/annexes attached thereto.
 - Redact all of AUR Exhibit C, Applicant's Business Plan.

- Redact all of AUR Exhibit D, Applicant's Security and Safety Plan.
- Redact any financial and proprietary information in AUR Exhibit B, Applicant's Operations Manual.
- In AUR Exhibit E, redact any floor plans/diagrams of the proposed facilities.

Application Version C - Application with Redacted Personal and Interest Holder Information including Names:

1. A complete version Application with all completed Forms, Annexes, Exhibits, Documents and Deliverables signed where indicated, redacted as described below; and
2. Split into three (3) files as directed above in Section B – Application Submission and labeled in accordance with application instructions.
 - Redact Applicant's name and all names and addresses of all Owners, Interest Holders and Key Persons.
 - Redact any reference to all names, addresses, registry identification card numbers of all patients, caregivers and authorized purchasers.
 - Redact any social security numbers and/or federal employer identification numbers.
 - Redact all dates of birth and home street addresses as to individual natural persons.
 - Redact any bank account numbers and bank account information on any check or other document that is submitted.

Other than the redacted material, the information provided in each version of the Application must be identical. Nonidentical Applications may be deemed incomplete.

Part 4 – Adult-Use Cannabis Retail Application Required Attachments

AUR Exhibit A – Disclosure of Material Financial Interests/Divestiture Plan

Label as AUR Exhibit A Applicant's complete disclosure statement of any material financial interests or control as defined by 560-RICR-10-10-1.2(A)(13) and a plan of divestiture in compliance with 560-RICR-10-10-1.3.1(A)(7).

The materials must demonstrate Applicant's understanding of and ability to comply with the requirements under the Act and the Regulations.

AUR Exhibit B – Operations Manual

Label as AUR Exhibit B Applicant's Operations Manual for the Adult-Use Cannabis Retail establishment in compliance with 560-RICR-10-10-1.3.1(A)(4).

The operations manual must demonstrate Applicant's understanding of and ability to comply with the requirements under the Act and the Regulations, and include without limitation:

- Record keeping and records retention;
- Qualifications for sale, including ID verification procedures (if applicable);
- Staffing plan, including education and training of employees and volunteers;
- Inventory tracking plan;
- Data security plan;
- Alcohol and drug free workplace;
- Labeling and packaging;
- Marketing and advertising plan;
- Product storage plan;
- Voluntary and mandatory recalls of cannabis and cannabis products, including recalls due to any action initiated at the request or order of the Commission, and any voluntary action by a licensed cannabis establishment to remove defective or potentially defective cannabis or cannabis products from the market, as well as any action undertaken to promote public health and safety;
- Plan to ensure any outdated, damaged, deteriorated, mislabeled, or contaminated cannabis is quarantined from other cannabis and destroyed;
- Odor control plan;
- Community safety plan; and
- Emergency management plan.

AUR Exhibit C – Business Plan

Label as AUR Exhibit C Applicant's Business Plan for the Adult-Use Cannabis Retail establishment with all information and in compliance with 560-RICR-10-10-1.3.1(A)(2).

The business plan must demonstrate Applicant's understanding of and ability to comply with the requirements under the Act and the Regulations, likelihood of success, and include without limitation:

- Applicant's experience running a business, including the applicant's experience running a cannabis business, as applicable;
- A detailed description of amount and source of equity, debt and operating capital for the proposed cannabis establishment, including financial statements or other documentation establishing the source of any funds;
- Start-up funding and long-term financial feasibility plan;
- Financial oversight and compliance plan; and
- Detailed timeline for initiating operations.

AUR Exhibit D – Security and Safety Plan

Label as AUR Exhibit D Applicant's Security and Safety Plan for the Adult-Use Cannabis Retail Establishment with all information in compliance with 560-RICR-10-10-1.3.1(A)(3).

The security and safety plan must demonstrate Applicant's understanding of, and ability to, comply with the requirements under the Act and the Regulations and shall include without limitation:

- Description of security equipment, hardware capabilities, software applications and compliance with industry and Commission standards and specifications;
- Third-party vendors;
- Standard operating procedures for the cannabis establishment, including those related to security system equipment, maintenance and operational practices;
- Descriptions of cash management and/or electronic payment processing policies, as applicable; and
- Plan to obtain a secured deposit banking account prior to the beginning of licensed activities.

AUR Premises Requirements

Attach hereto as AUR Exhibit E, per 560-RICR-10-10-1.3.1(A)(5), all the information responsive to paragraphs (i) through (vi) below.

Applicant's response must demonstrate its understanding of, and ability to comply with, the requirements under the Act and the Regulations and include without limitation:

- i. The proposed Licensed Premises, including street address, plat/lot number and zoning district.
- ii. Evidence of full compliance of the facility with the local zoning laws in the form of a certificate or letter from an authorized zoning official of the municipality confirming zoning compliance and receipt of all required final zoning approvals and certification by an authorized officer of the Applicant as to compliance with any other applicable local ordinances.
- iii. Evidence that the physical location is not located within five hundred feet (500') of the property line of a preexisting public or private school in compliance with R.I. Gen. Laws § 21-28.11-17.1 as demonstrated by a map showing Applicant's property, the 500-foot distance from the property line and any schools. Applicants may utilize a licensed surveyor, data from the [National Center for Education Statistics](#), or similar verification method to identify applicable locations;
- iv. A draft floor plan, shown to scale, no smaller than 8.5" by 11" and no larger than 11" X 17", of the proposed facilities showing:
 1. Where cannabis will be received, stored and dispensed;
 2. What activities occur in each room;
 3. Walls, partitions, entrances, and exits;
 4. Location of security alarms, cameras, and surveillance recording equipment;
 5. Client access areas, restricted-access areas, and limited-access areas;
 6. A diagram of all proposed on-site and off-site parking capacity (including spaces for persons with disabilities);
 7. The location of the facility relative to streets and other public areas, and any other relevant information;
- v. A description of objective parameters (such as distances from streets and public areas) and/or proposed measures (such as black-out window shades) that ensure that cannabis at the premises shall not be visible from the street or other public areas; and
- vi. Documents evidencing either ownership of property or lease agreement with owner of property to allow the operation of an Adult-Use Cannabis Retail establishment.