

Required Information for Large and Medium Cultivation License Conversion Requests

Starting January 1, 2023, the Department of Cannabis Control (DCC) will accept requests to convert cultivation licenses into Large (Type 5, 5A, and 5B) and Medium cultivation licenses.

This checklist is intended to assist you in compiling the necessary information prior to starting your [online](#) conversion request. Additional information about conversion eligibility, requirements, and required documentation can be found on [DCC's CannaConnect webpage](#).

Large and Medium Cultivation License Conversion Requests

You will need to provide the following information:

- The primary license number that will be converted to a Large (Type 5, 5A, or 5B) or Medium license. This license must be active throughout the conversion process. ([provisional license renewal requirements](#) may apply.)
- The requested post-conversion license type (size and lighting)
- All license numbers that will be converted into the Large (Type 5, 5A, or 5B) or Medium License (include all active and previously active licenses you wish to be included in the converted license; must be contiguous)
- Legal business name and Designated Responsible Party. (This information should be pre-populated; please review to ensure accuracy.)
- The identities of all owners associated with the primary license. (This information should be pre-populated; please review to ensure accuracy.) Owners must be the same on all licenses selected for conversion. (If a change in ownership is necessary, the licensee must submit a [Notification and Request Form \(DCC-LIC-027\)](#) and be approved **prior** to submitting a conversion request.
- The identities of all financial interest holders (individuals and entities)
 - All premises addresses associated with the licenses to be converted. If the licenses to be converted span multiple addresses, they must be contiguous.
 - Power source information
 - Source of water supply information

You will need to gather and upload the following documentation:

Prior to collecting your documentation, review the [current regulations](#) for updated requirements.

- Proposed Cultivation Plan, including:
 - Premises diagram (include all licensed/previously licensed premises for conversion)
 - Lighting diagram (Indoor and Mixed-light license types only)



- Waste management plan
- Pest management plan
- Evidence of water source(s). Depending on the type of water source, this may include:
 - Most recent water service bill
 - Well Completion Report filed with Department of Water Resources
 - Photographs of rainwater catchment infrastructure, including location, size and type of surface areas that collect rainwater
 - Water rights statement for diversion of a water source from State Water Resources Control Board
- Evidence of compliance with the California Environmental Quality Act. For annual licenses only: Final Lake and Streambed Alteration agreement or written verification that one is not needed issued by the California Department of Fish and Wildlife

Contact Us

For conversion request assistance, email licensing@cannabis.ca.gov.

For inventory reconciliation procedures, email trackandtrace@cannabis.ca.gov.

The Department of Cannabis Control (DCC) licenses and regulates commercial cannabis activity within California. To learn more about the California cannabis market, state licenses or laws, visit cannabis.ca.gov. Email questions to info@cannabis.ca.gov or call 1-844-61-CA-DCC (1-844-612-2322).

