

Getting Around

in the CalCannabis Licensing System

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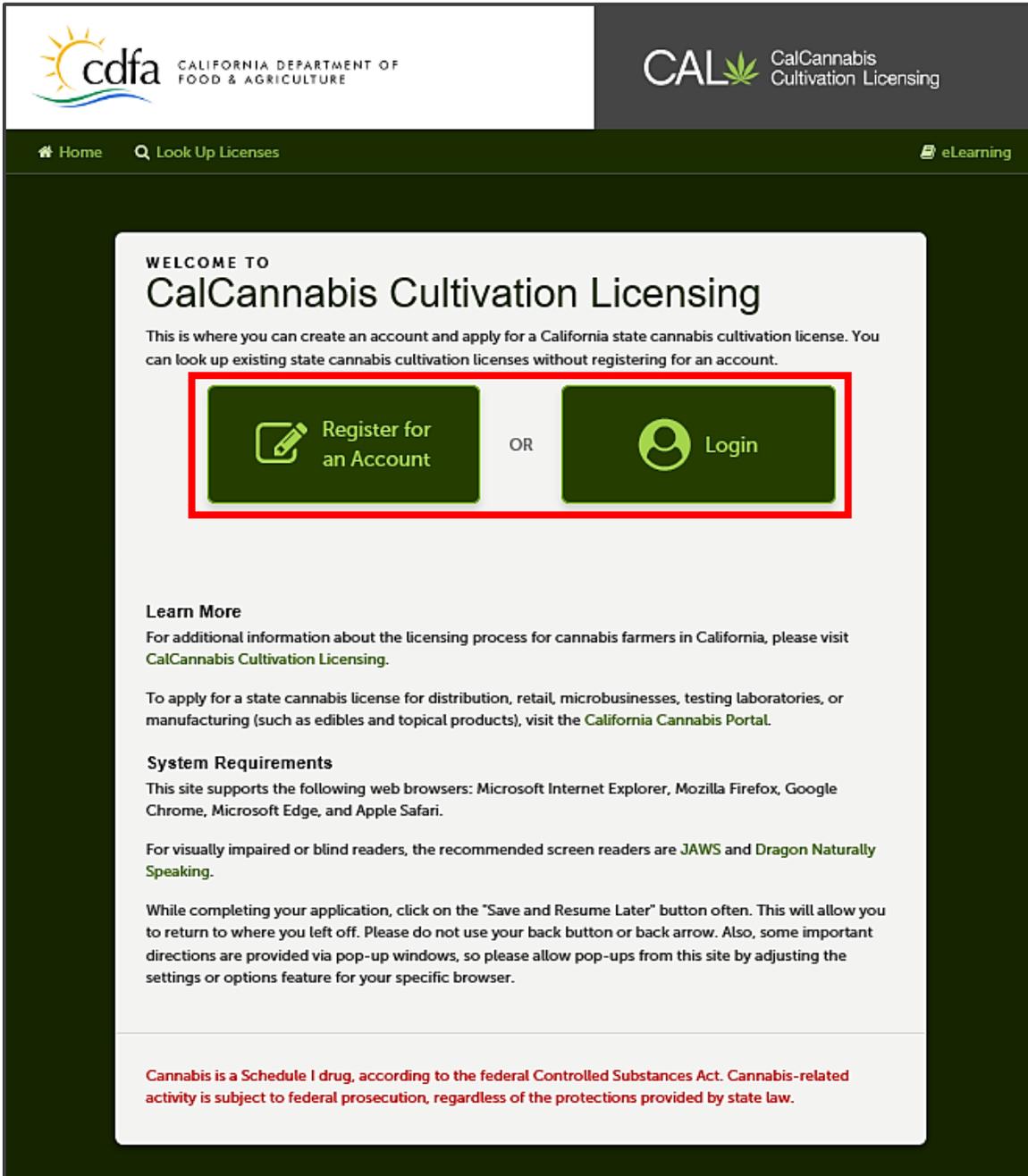
[Logging In](#)

Note: Cannabis is a Schedule I drug, according to the federal Controlled Substances Act. Cannabis-related activity is subject to federal prosecution, regardless of the protections provided by state law.

Home Page

From the [Home](#) page, you can:

- Register for an account
- Login to your account
- Look up licenses
- Access eLearning resources



The screenshot shows the CalCannabis Cultivation Licensing Home Page. At the top, there are logos for the California Department of Food & Agriculture (cdfa) and CalCannabis Cultivation Licensing (CAL). Below the logos is a navigation bar with links for Home, Look Up Licenses, and eLearning. The main content area features a large white box with the heading "WELCOME TO CalCannabis Cultivation Licensing". Below the heading, there is a paragraph explaining that users can create an account and apply for a license, or look up existing licenses without registering. Two buttons are highlighted with a red box: "Register for an Account" (with a pencil icon) and "Login" (with a person icon), separated by the word "OR". Below this, there are sections for "Learn More", "System Requirements", and a disclaimer about cannabis being a Schedule I drug.

WELCOME TO
CalCannabis Cultivation Licensing

This is where you can create an account and apply for a California state cannabis cultivation license. You can look up existing state cannabis cultivation licenses without registering for an account.

 OR 

Learn More
For additional information about the licensing process for cannabis farmers in California, please visit [CalCannabis Cultivation Licensing](#).

To apply for a state cannabis license for distribution, retail, microbusinesses, testing laboratories, or manufacturing (such as edibles and topical products), visit the [California Cannabis Portal](#).

System Requirements
This site supports the following web browsers: Microsoft Internet Explorer, Mozilla Firefox, Google Chrome, Microsoft Edge, and Apple Safari.

For visually impaired or blind readers, the recommended screen readers are [JAWS](#) and [Dragon Naturally Speaking](#).

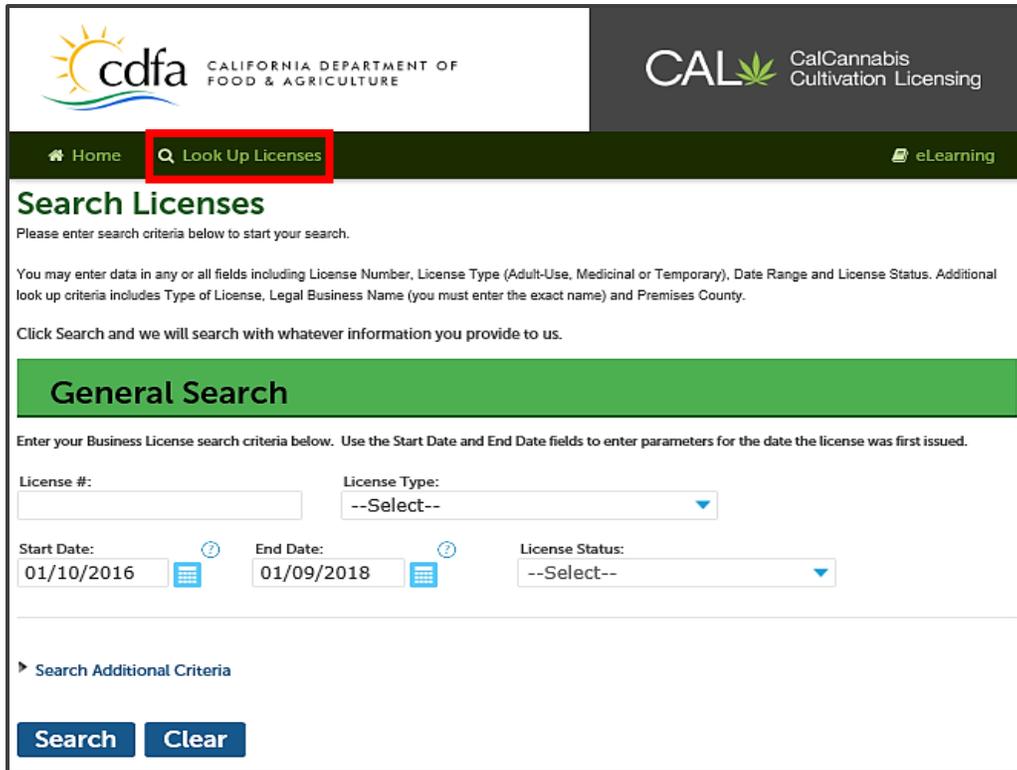
While completing your application, click on the "Save and Resume Later" button often. This will allow you to return to where you left off. Please do not use your back button or back arrow. Also, some important directions are provided via pop-up windows, so please allow pop-ups from this site by adjusting the settings or options feature for your specific browser.

Cannabis is a Schedule I drug, according to the federal Controlled Substances Act. Cannabis-related activity is subject to federal prosecution, regardless of the protections provided by state law.

Look Up Licenses

Use the **Look Up Licenses** link to search for issued licenses. Search by **License Type**, **License Status***, a range of issue dates, or enter a partial or complete **License Number**.

*Note: **License Status** cannot be chosen without first choosing a **License Type**.



The screenshot shows the 'Look Up Licenses' search interface. At the top, there are logos for 'cdfa CALIFORNIA DEPARTMENT OF FOOD & AGRICULTURE' and 'CAL CalCannabis Cultivation Licensing'. Below the logos is a navigation bar with 'Home', 'Look Up Licenses' (highlighted with a red box), and 'eLearning'. The main content area is titled 'Search Licenses' and contains instructions: 'Please enter search criteria below to start your search.' and 'You may enter data in any or all fields including License Number, License Type (Adult-Use, Medicinal or Temporary), Date Range and License Status. Additional look up criteria includes Type of License, Legal Business Name (you must enter the exact name) and Premises County. Click Search and we will search with whatever information you provide to us.' Below this is a green header for 'General Search' and instructions: 'Enter your Business License search criteria below. Use the Start Date and End Date fields to enter parameters for the date the license was first issued.' The search form includes: 'License #' (text input), 'License Type:' (dropdown menu with '--Select--'), 'Start Date:' (calendar icon, text input '01/10/2016', help icon), 'End Date:' (calendar icon, text input '01/09/2018', help icon), and 'License Status:' (dropdown menu with '--Select--'). At the bottom, there is a 'Search Additional Criteria' link and 'Search' and 'Clear' buttons.

The result list that appears below the **Search** button displays the following details about issued licenses:

- License Number
- License Type
- Legal Business Name
- Type of License
- Issue and Expiration
- Status

- County

License Number Formats

License numbers start with three letters that denote the license type:

- **CAL**: Annual Adult-Use
- **CML**: Annual Medicinal
- **TAL**: Temporary Adult-Use
- **TML**: Temporary Medicinal

The three-letter prefix is followed by the 2-digit year, a hyphen, and a 7-digit number. For example: **CAL17-0000123**.

Setting up an Account

- Click on the **Register for an Account** link on the [Home](#) page
- **Account Registration Step 1** page:
 - Check box to accept the terms
 - Click **Continue Registration**
- **Account Registration Step 2** page:
 - Create and enter **User Name, E-mail Address, Password** (*re-enter password to confirm*), and a **Security Question** and **Answer**
 - Click **Add New** to continue
- **Contact Information** pop-up window:
 - Enter your **First** and **Last** name (*required*), your **Legal Business Name**, your **Business Title**, **Phone** (required), **E-mail** (required), and **Preferred Channel** of communication: *e-mail or postal mail (required)*
 - Click **Add Contact Address** to continue

- **Contact Address Information** pop-up window:
 - Select an **Address Type** – **Business, Home, or Mailing** (*it's a good idea to create one of each, even if they are the same*)
 - Enter **Address Line 1** (and optionally, **Address Line 2**), **City, State, Zip Code**, and **County**
 - Click **Save and Add Another** (*to add the other address types*)
 - When done, click **Save and Close**
 - Click **Continue**
- Pop-up message – Confirms the system will create a new account:
 - If you need to make changes to the information before continuing, click **Cancel**
 - Otherwise, click **Continue** to close the pop-up window
 - When the pop-up closes, click **Continue Registration** to save your new account (don't forget!)

You can now return to the **Home** page where you can **Login** with the information you just created.

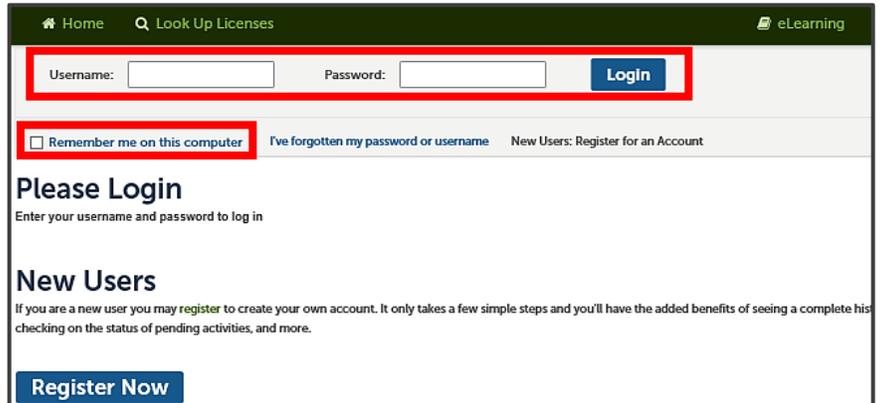
Logging In

You have now created an account and are ready to log in.

- On the [Home](#) page, click on the **Login** link to begin.



- Enter your **Username** and **Password** and click **Login** to begin.
- If you're using your personal computer, you can check the box **Remember me on this computer** to save your username on CalCannabis Licensing System.



After logging in, you can:

1. View announcements
2. Manage your account
3. Look up your own records or publicly available license records
4. Apply for a license
5. Manage your licenses

