

# Printing License Certificates

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## in the CalCannabis Licensing System

[Logging In](#)

[Printing License Certificates](#)

[Troubleshooting](#)

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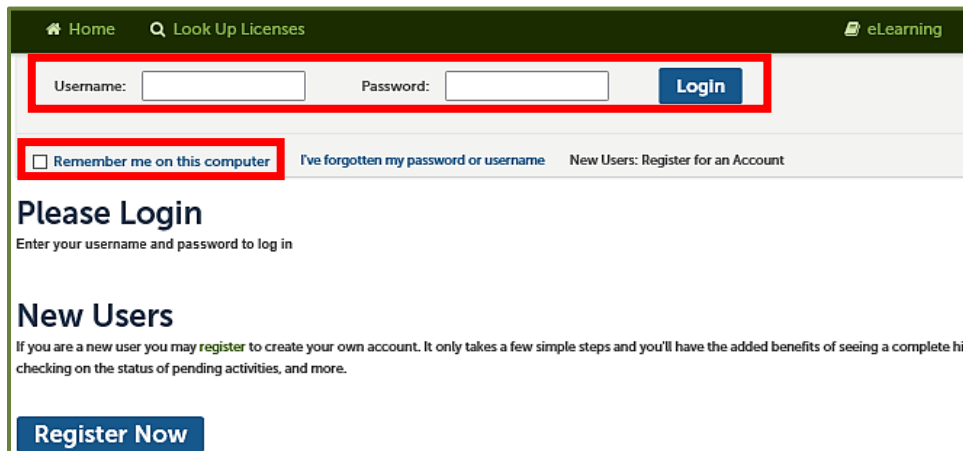
**Note: Cannabis is a Schedule I drug, according to the federal Controlled Substances Act. Cannabis-related activity is subject to federal prosecution, regardless of the protections provided by state law.**

## Logging In

- On the [Home](#) page, click on the **Login** link to login to your CalCannabis Cultivation Licensing account.



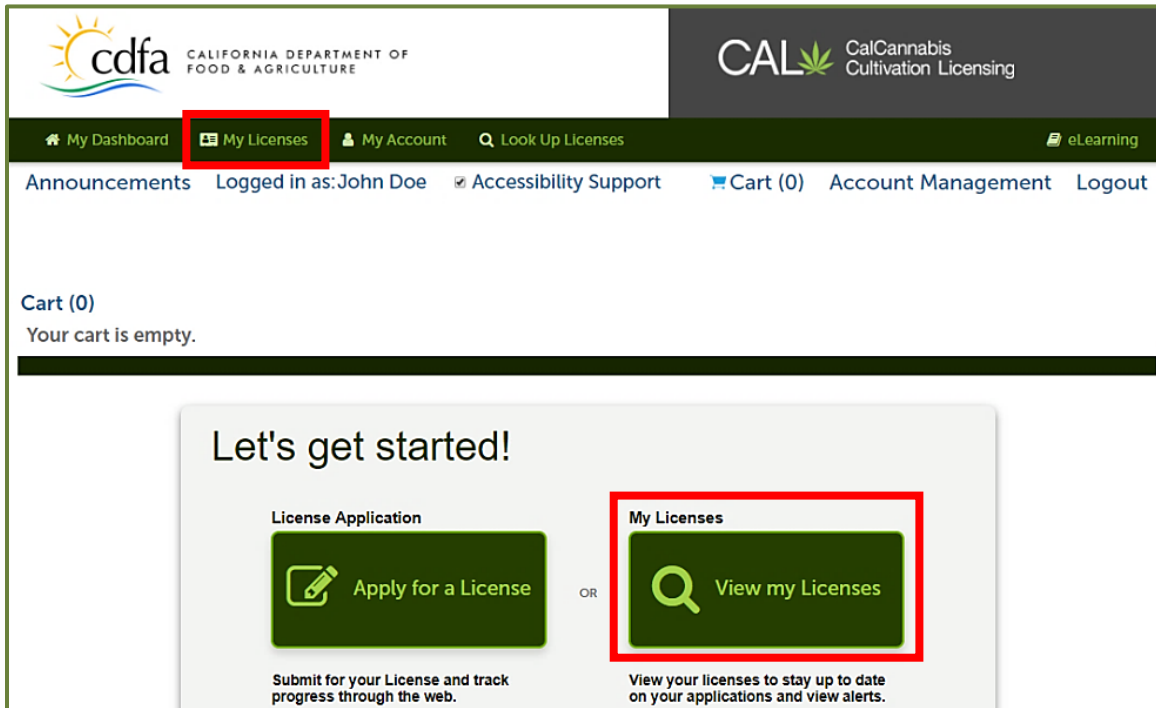
- Enter your **Username** and **Password** and click **Login** to begin.



- If you're using a public computer, it's important that you **do not** check the box **Remember me on this computer** because doing so will save your CalCannabis Licensing System username on the public computer.

# Printing License Certificates

- From the My Dashboard page, click the “My Licenses” toolbar link or the “View My Licenses” button.



- Find the **Active** Cannabis Cultivation License in your “Licenses” list and click on its blue hyperlinked number to open. You can differentiate between record types by looking in the “License Type” column.

Licenses								
Showing 1-16 of 16   Download results   Add to cart								
<input type="checkbox"/>	License Number #	License Type	Legal Business Name	Type of License	Date	Expires On	Status	Action
<input type="checkbox"/>	<a href="#">CAL18-0000156</a>	Adult-Use Cannabis Cultivation License	Big Bang Cannabis	Processor	03/02/2018	03/02/2019	Active	

- Click the down arrow next to “Record Info” and select “Attachments”.

License CAL18-0000156: Add to cart

**Adult-Use Cannabis Cultivation License**

Record Status: Active  
Expiration Date: 03/02/2019

Record Info ▾ Payments ▾

License Details

Processing Status

Related Records

**Attachments**

▸ More Details

- Click on the name of the License certificate document and select “Open” from the pop-up dialog box. You can differentiate between attachment types by looking in the “Type” column. You’ll need to have an Adobe PDF reader installed on your device in order for the document to open.

### Attachments

Upload file Information

Maximum file size allowed: 16 MB.  
Types of files that are not allowed: html;htm;mht;mhtml;exe;zip;.

Name	Type	Size	Document Status	Latest Update	Action
<a href="#">OfficialLicenseCertificate_20180302_083110.pdf</a>	License	106.32 KB	Uploaded	03/02/2018	Actions ▾
<a href="#">CDFA_AppFeesDue_20180301_111553.pdf</a>	Correspondence	93.39 KB	Uploaded	03/01/2018	Actions ▾

Do you want to open or save [OfficialLicenseCertificate\\_20180302\\_083110.pdf](#) from [acapre6.accela.com](#)? Open Save ▾ Cancel ✕

- Your license certificate will open for you to view and print.

 <p><b>CALIFORNIA DEPARTMENT OF FOOD &amp; AGRICULTURE</b> <i>Karen Ross, Secretary</i></p>	 <p><b>CANNABIS CULTIVATION LICENSE</b></p> <p><b>EXAMPLE: NOT A VALID LICENSE</b></p>	<p><i>California Department of Food and Agriculture</i> 1220 N Street Sacramento, CA 95814</p>
<p><b>Legal Business Name:</b> Big Bang Cannabis</p> <p><b>Premises APN:</b> Sacramento County - 12345678</p> <p><b>Premises Address:</b> No Address Provided</p>		<p><b>Valid:</b> 03/02/2018 to 03/02/2019</p> <p><b>License Number:</b> CAL18-0000156</p> <p><b>License Type:</b> Adult Use-Processor</p>
<p>---- NON-TRANSFERABLE ----</p>		<p>---- POST IN PUBLIC VIEW ----</p>

## Troubleshooting

- If you're unable to open the license certificate document or receive an error, try logging into your account and opening the file in a different Internet browser. For example, if you're experiencing issues with Chrome, try using another browser like Internet Explorer or Mozilla Firefox.
- If you're still unable to open the document, click on the name of the license certificate document and select "Save" from the pop-up dialog box to save the file to your computer.

The screenshot shows an "Attachments" section with a table of files. The first row is highlighted with a red box. Below the table is a dialog box asking to open or save the selected file, with the "Save" button also highlighted in red.

Name	Type	Size	Document Status	Latest Update	Action
<a href="#">OfficialLicenseCertificate_20180302_083110.pdf</a>	License	106.32 KB	Uploaded	03/02/2018	Actions ▾
<a href="#">CDFA_AppFeesDue_20180301_111553.pdf</a>	Correspondence	93.39 KB	Uploaded	03/01/2018	Actions ▾

Do you want to open or save [OfficialLicenseCertificate\\_20180302\\_083110.pdf](#) from [acapre6.accela.com](#)?

- If you're still experiencing difficulty with opening the document, check the file name. It should have saved as something similar to "Certificate.pdf" or "Certificate.pdf.html". If the file saved as something similar to "Certificate.pdf.html", remove the ".html" from the end of the file name. Then, check the file properties to confirm that it is saved as an Adobe Acrobat Document (.pdf). If not, update the file properties to Adobe Acrobat Document (.pdf).
- Your certificate should open for you to view and print.