

# Cannabis Control Division

February 19, 2025

## INDUSTRY BULLETIN: 25-02

### 2025 Cannabis License Renewal

Dear Licensee,

You are receiving this message because the New Mexico Cannabis Control Division (CCD) records indicate that your cannabis license is due for renewal within the next six months. The CCD has previously sent multiple notifications about the launch of our new online licensing portal, NM-PLUS, which went live in mid-2024. You can access the portal via the following link: [NM-PLUS Portal](#).

If you haven't done so already, we strongly encourage you to log into the online portal and familiarize yourself with the system, even if you're not yet due for renewal. Doing so will help you proactively address any technical challenges that may arise when logging into the portal, thus preventing delays when submitting Amendment and/or Renewal Applications.

Once logged into your account, please review all the information in the portal to ensure its accuracy. If any updates are needed, you may submit an Amendment Application. Note that License Amendment Applications cannot be submitted during the renewal period or if a Renewal Application is pending approval. However, Business Amendment Applications can be submitted at any time.

We have updated our website to include comprehensive licensing requirements, along with training guides and video tutorials to help you navigate NM-PLUS. You can access these resources here: [Licensing - NM RLD](#) and [Video Tutorials - NM RLD](#).

Additionally, we urge you to begin the renewal process as soon as possible. The NM-PLUS portal only allows renewals to be submitted between 60 and 30 days before the license expiration date. If you fail to renew on time, you may

be required to apply for a new license. An automatic email will be sent to the primary controlling person's email address when your renewal period is approaching. However, failure to receive a notice for license renewal from the division does not relieve a licensee of the obligation to renew all licenses as required.

Further, to help expedite your renewal process, assure that you satisfy the following requirements **BEFORE** you begin completing your renewal application:

- A Certification of Good Standing from the New Mexico Secretary of State.
- A copy of a current business license issued by the local jurisdiction for each premise, which may include zoning approval and a fire inspection report; or evidence that the local jurisdiction in which the premise is located does not issue business licenses.
- Must not be a delinquent taxpayer or have any unfiled tax returns due with respect to the cannabis excise tax or the gross receipts tax.
- Amendment applications for changes that may affect the renewal should be submitted before the renewal application. These changes include altering the plant count, adding or removing controlling persons, or removing a premise. Please note that the NM-PLUS Portal will not allow licensees to submit an Amendment Application during the 60-30-day renewal period. Amendment applications should be submitted at least 90 days prior to the license expiration date.

If you have any inquiries or concerns regarding this licensing update, please contact us at [RLD.CannabisControl@rld.nm.gov](mailto:RLD.CannabisControl@rld.nm.gov). Kindly direct all questions through this email to help us manage inquiries efficiently and address other CCD-related matters promptly.

Thank you for your ongoing support.

Sincerely,

Cannabis Control Division