

INDUSTRY BULLETIN: 25-14

NOTICE TO ALL CANNABIS LICENSEES

Subject: Requirements for Closing a Licensed Cannabis Establishment

The Cannabis Control Division (CCD) is issuing this reminder to all licensees regarding the proper procedure for permanently ceasing operations at a licensed cannabis establishment.

If you intend to permanently discontinue operations at any licensed cannabis establishment, the primary controlling party on the license must submit a “change license status” amendment via NMPlus to close the license. No application fee is required for the submission of this amendment type.

Pursuant to Section 16.8.2.8 (V) NMAC General Operational Requirements for Cannabis Establishments, the following requirements apply:

- **Advance Notice:** A licensee that anticipates permanently ceasing business operations for a particular license must notify the CCD no less than 30 days prior to closure.
- **Public Notice:** The licensee must post a public notice of the anticipated closure at all publicly accessible licensed premises at least 14 days prior to closure.
- **Disposition of Cannabis and Cannabis Products:**
 - Before submitting a closure amendment, all cannabis and cannabis products should be sold, transferred, or destroyed, once the closure amendment is processed the license will be closed and you will no longer have access to the associated track and trace account for the closed license.
 - Cannabis or cannabis products held by another licensee on behalf of the closing business must be returned to the closing licensee.

- Cannabis or cannabis products held by the closing licensee on behalf of another licensee must be returned to the originating licensee.

Until an amendment to close a licensed facility has been filed and approved by the CCD, the property remains a licensed premise and is therefore subject to all requirements applicable to a licensed facility, including permitting inspection by the CCD. Failure to properly notify the CCD of the closure of a licensed facility will result in the location remaining on the CCD's inspection schedule.

Licensees are required by law to permit CCD inspectors access to all licensed facilities. Failure to notify the CCD of a closure and to follow the procedures outlined above may result in enforcement action.

For questions about the closure amendment process, please contact the CCD via email at CCD.Licensing@rld.nm.gov.

Cannabis Control Division

New Mexico Regulation and Licensing Department