

A Cannabis Representative Registration is to be completed by all cannabis suppliers (LP's) and corporations that represent cannabis suppliers in the sale of cannabis in Alberta.

The applicant must provide the following items before the application can proceed and the application process is usually 2 – 4 months:

- Non-refundable Registration fee of **\$200**
- Application for Cannabis Representative Registration (Form 8002)
- Particulars of Individual – Cannabis (Form 5013) completed by all directors, shareholders, officers
- Particulars of Incorporation of Company (Form 5231)
- Particulars of Incorporation of Company for all shareholding companies (Form 5231), if applicable
- Certificate of Incorporation in Alberta or Extra-Provincial Registration for Alberta
- Acknowledgement and Undertaking (Form 8003)
- Copy of all Health Canada cannabis licences

Due Diligence Investigation:

For the Due Diligence background check, contact duediligence@aglc.ca directly for further instructions on the submission of disclosure information, and the deposit of **\$3,000**, required to complete the investigation.

Only applicants that have submitted all the required items, and successfully completed the Due Diligence background check, may be eligible for a cannabis representative registration

All individuals who represent a Cannabis Supplier (licensed producer) within the province of Alberta are required to obtain Qualified Cannabis Worker status (Form 8013). Additional information on Qualified Cannabis Workers may be found at aglc.ca

The applicant may mail or deliver the completed package to the nearest AGLC office.

ONLY COMPLETED APPLICATION PACKAGES WILL BE PROCESSED

Head Office	Calgary Office	Red Deer Office	Lethbridge Office	Grande Prairie Office
50 Corriveau Avenue St. Albert, Alberta T8N 3T5 cannabis.licensing@aglc.ca 1-855-506-1066 ext. 1 (toll-free)	310, 6715 - 8 Street NE Calgary, Alberta T2E 7H7 cannabislicensing.calgary@aglc.ca Ph: 403-292-7300	3-7965 - 49 Avenue Red Deer, Alberta T4P 2V5 Ph: 403-314-2656	655 Wt Hill Blvd South Lethbridge, Alberta T1J 1Y6 Ph: 403-331-6500	100-11039 78 Avenue Grande Prairie, Alberta T8W 2J7 Ph: 780-832-3000



APPLICATION FOR CANNABIS REPRESENTATIVE REGISTRATION

NAME OF REGISTRANT:
(e.g., Company, Partnership or Individual)

OPERATING NAME:

STREET ADDRESS:

CITY/TOWN:

PROVINCE:

POSTAL CODE:

MAILING ADDRESS:

CITY/TOWN:

PROVINCE:

POSTAL CODE:

CONTACT NAME:

PHONE:

PREMISES PHONE:

The AGLC requires a Communications Contact email address for the purpose of sharing and collecting important information related to cannabis licensing, policies and processes. Please ensure this email is updated regularly. If no email is provided, the corporation mailing address will be used.

COMMUNICATION CONTACT EMAIL:

APPLICATION CONTACT NAME:

CONTACT PHONE:

We will (and do hereby) indemnify and save harmless the AGLC and its servants and agents from and against any and all losses, damages, claims, demands, liabilities, costs and harm whatsoever arising out of any defects or other faults whatsoever with any of our products.

DATE:

✕

SIGNATURE OF REGISTRANT

In the event that the licence application process is not completed within one year of the submission date, AGLC may require that a new application be made.

Protection of Privacy – The personal information requested on this form is collected under the authority of Section 33(c) of the *Alberta Freedom of Information and Protection of Privacy Act* and will be protected under Part 2 of that Act. It will be used for the administration of all policies and processes relating to cannabis licensing. Direct any questions about this collection to: AGLC FOIP Coordinator, 50 Corriveau Avenue, St. Albert, AB T8N 3T5 780-447-8600 or toll free at 1-800-272-8876.

NAME	_____	_____	_____
	Surname	First Name	Middle Name(s) (in full)
MAIDEN NAME	_____		OTHER NAMES _____
DATE OF BIRTH	_ _	_ _	_ _
	Year	Month	Day
	<input type="checkbox"/> CANADIAN CITIZEN <input type="checkbox"/> LANDED IMMIGRANT		
PLACE OF BIRTH	_____		CONTACT PHONE: _____
EMAIL ADDRESS	_____		

Please check (✓)

Licensee/Registrant
 Director/Officer
 Shareholder
 General Manager
 Manager

NAME OF APPLICANT: (Company, Partnership)	_____
NAME OF PREMISES/AGENCY: (Operating/Trade Name)	_____
STREET ADDRESS	_____

	City

	Postal Code

I hereby authorize Alberta Gaming, Liquor & Cannabis (AGLC) to undertake a criminal record check, with any police agency, to determine my eligibility to be involved in liquor or cannabis licensed premises, liquor agency or registered cannabis representative.

In the event there is a finding of unsuitability with respect to my application, I authorize AGLC to share as necessary, the information I have provided and/or information identified during the course of the background investigation with parties related to this application, including but not limited to the Applicant, as well as any hearing panel of AGLC.

Signature

Date

A privacy statement for the collection of personal information may be found at www.aglc.ca.



PARTICULARS OF PARTNERSHIP

Operating/Trade Name: _____	
Street Address: _____	
City/Town: _____	Postal Code _____
Telephone _____	
Name of Registered Partnership: _____	
Date of Registration _____	Date of Registration in Alberta (if applicable) _____

DIRECTORS:

Name	Address	Phone Number	Position Held

PARTNERS: (both general and registered)

Name	Address	Type of Partner

CERTIFIED CORRECT by an authorized director of the Corporation, and by a Lawyer or CPA, as of the _____ day of _____, 20 _____

_____ (Signature) LAWYER or CPA	_____ (Signature of Director)
_____ (Firm)	_____ (please print name of Director)

ANY CHANGE IN DIRECTORS OR SHAREHOLDERS MUST BE IMMEDIATELY REPORTED TO AGLC.

The information you are providing on this application form is collected under the authority of the *Gaming, Liquor and Cannabis Act*; Gaming, Liquor and Cannabis Regulation, and the *Freedom of Information and Protection of Privacy (FOIP) Act*, section 33(c). The information is strictly for the use of Alberta Gaming, Liquor and Cannabis in assessing your eligibility. Your personal information is protected by Alberta's FOIP Act and can be reviewed upon request. If you have any questions about the collection or use of the information, please contact Alberta Gaming, Liquor and Cannabis, 50 Corriveau Avenue, St. Albert, Alberta T8N 3T5 Telephone: 780-447-8600 Toll-free: 1-800-272-8876.



PARTICULARS OF INCORPORATION OF COMPANY

Operating/Trade Name: _____	
Street Address: _____	
City/Town: _____	Postal Code _____
Telephone _____	
Name of Corporation: _____	
Date of Incorporation _____	Date of Registration in Alberta (if applicable) _____

DIRECTORS/OFFICERS:

Name	Address	Phone Number	Position Held

SHAREHOLDERS: (both voting and non-voting, and the number and class of shares that each holds)

Name	Address	Percentage & No. of Shares Held

CERTIFIED CORRECT by an authorized director of the Corporation, and by a Lawyer or CPA, as of the _____ day of _____, 20 _____

_____ (Signature) LAWYER or CPA	_____ (Signature of Director or Officer)
_____ (Firm)	_____ (please print name)

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ACKNOWLEDGEMENT AND UNDERTAKING

1. The cannabis representative named below understands his/her legal obligations under:
 - a) the *Gaming, Liquor and Cannabis Act*, as amended from time to time
 - b) the *Gaming, Liquor and Cannabis Regulation*, as amended from time to time
 - c) AGLC policies and guidelines

The cannabis representative:

2. Acknowledges responsibility to ensure all staff become aware of the requirements contained in this Acknowledgement and Undertaking.
3. Confirms that the cannabis representative has not entered into any verbal or written, expressed or implied, agreement with a cannabis licensee, an employee of a cannabis licensee, or an agent of a cannabis licensee (hereafter referred to as “cannabis licensee”) to sell any particular brand, class, kind or type of cannabis or cannabis accessory, except as authorized by the *Gaming, Liquor and Cannabis Act*; *Gaming, Liquor and Cannabis Regulation*; AGLC policies and/or agreements which have been approved by the AGLC Board.
4. Confirms that the cannabis representative has not directly or indirectly made, or offered to make, a loan or advance, given or offered to give money, a rebate, a concession or anything of value to a cannabis licensee.
5. Confirms that the cannabis representative has not sold, given, rented or loaned any furniture, furnishings, equipment, fixtures, decorations, signs or supplies to a cannabis licensee.
6. Understands that failure to comply with the *Cannabis Act*, *Cannabis Regulation*, *Gaming, Liquor and Cannabis Act*, *Gaming, Liquor and Cannabis Regulation*, or AGLC policies (includes handbooks) may result in prosecution and/or appearance before the AGLC Board.
7. Agrees to advise the AGLC each time a licensee or employee of the licensee requests a benefit or inducement from the cannabis representative.

Cannabis Representative Signature

(Please Print Name)

Name of Cannabis Representative

Offering or providing inducements to a cannabis licensee is prohibited under the *Cannabis Act*, *Cannabis Regulation*, *Gaming, Liquor and Cannabis Act*, *Gaming, Liquor and Cannabis Regulation* and AGLC policy.

The following describes monetary (or monetary value) inducements which cannabis representative or employees of cannabis representative, are prohibited from offering or providing to cannabis licensees.

1. Payments, rebates or credits of any monetary value.
2. Monetary deposits into licensee accounts in any direct or indirect manner.
3. All cannabis products (including samples) are not permitted under policy guidelines, "Product Promotions".
4. Interior decorating (e.g. painting, window dressing, and flooring) and renovations or maintenance to the licensed premises or other property owned, rented, or leased by a licensee or anyone directly or indirectly in a business relationship with the licensee.
5. Locked display cabinets, alarm system, video security surveillance system, furniture, office equipment, signs, required in the operation of a licensed premises.
6. Underwriting licensees' expenses, either directly or indirectly, for any travel, whether or not it is for business purposes, a vacation, or a combination of both.
7. Season tickets to sporting or other events.

This is a summary only. A relationship between a cannabis representative and cannabis licensee, or any product promotion, must comply with the *Cannabis Act*, *Cannabis Regulation*, *Gaming, Liquor and Cannabis Act*, *Gaming, Liquor and Cannabis Regulation*, or policy guidelines.

For further information, contact the Regulatory Services Division:

St. Albert Office 780-447-8600	Calgary Office 403-292-7300
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References: *Gaming, Liquor and Cannabis Act*
Gaming, Liquor and Cannabis Regulation

Please retain Appendix A for your records.