



**Town of Scarborough
Office of the Town Clerk
259 US Route One
Scarborough, ME 04074**

207-730-4020

Marijuana Application Checklist

Applicant Name: _____ Date: _____

All of the documentation must be complete prior to submission to the Town Clerk/Town Council for approval:

- _____ Completed License Application (along with \$350 application fee).
- _____ Copy of Attested By-laws/Articles.
- _____ Copy of Floor/Sketch Plan.
- _____ Proof of Land Use Approval from Codes & Planning.
- _____ Proof of Entitlement to Possession of the Property.
- _____ Copy of Tax Map.
- _____ Copy of State License.
- _____ Security Plan and Operations Manual [please mark clearly what is confidential].
- _____ Copy of Odor Control Plan.
- _____ Copy of Operations Plan.
- _____ Proof of Marijuana Facility Building Permit.
- _____ Evidence of Insurance.
- _____ Proof there are no fees due the Town, pursuant to Chapter 1000A – Licensing Ordinance.
- _____ Waiver of Confidentiality.

Once approvals are granted, the Town Clerk's office will mail your license to the address indicated on your license application to display on premise. You are then fully licensed to operate your business.