



Marijuana Transporter License

Finance Department
P.O. Box 1178 Billings, Montana 59103
406-657-8364
businesslicense@billingsmt.gov

A complete application will include all of the following items, for each owner of a Marijuana Transporter License.

- ✓ **Initial application fee of \$350 Checks made payable to City of Billings**
- ✓ **Completed attached application**
- ✓ **Lease agreement for the property location to be used for Marijuana Transport and Storage**
 - **A signed letter of intent, with contact info for property owner is sufficient**
- ✓ **Zoning Compliance permit through City of Billings-Planning**
- ✓ **Security plan for the proposed license**
- ✓ **Credit Report**
- ✓ **Government Issued ID**
- ✓ **State WIN fingerprint background check**
- ✓ **Copy of State License or, if not yet issued a copy of the submitted applications for the State of Montana License**
- ✓ **Copy of State Workers Permit**

Section I – Business Information

- 1.) Business Legal Name

- 2.) Business Name (DBA)

- 3.) Legal Business Form

- 4.) Physical Business Address

- 5.) Business Mailing Address, if different

- 6.) E-mail address

- 7.) Business telephone number

- 8.) Business entity legal structure (i.e., partnership, Corp, LLC, Sole Proprietor)

 - a. Please Provide: A certificate of good standing, registration, or incorporation from Secretary of State
- 9.) Hours and Days of Operation

Section II – Business Location Premises Information

1.) Name of Business Premises Owner.

2.) Physical Address of Business Premises Owner.

3.) Phone number of Owner of Premises

4.) E-mail address of building owner.

Section III– Applicant Information

1.) Applicant Name

2.) Applicant Aliases

3.) Date of Birth

4.) Place of Birth

5.) Telephone number(s)

6.) Email address

7.) Residential Address

a. If applicant has resided in this location for less than 2 years, list most recent previous address:

8.) Has the applicant, either as an owner or employee, ever been refused any similar license or permit in the city or elsewhere?

YES _____ NO _____

9.) Has the applicant, either as an owner or employee, ever had any similar license or permit revoked or suspended in the city or elsewhere?

YES _____ NO _____

10.) Has the applicant obtained a transporter license from the State of Montana?

YES _____ NO _____

11.) Is the applicant, principals, registered manager and employees all over the age of twenty-one (21)?

YES _____ NO _____

- 12.) Has the applicant, principals, registered manager, or employees been determined by any marijuana business licensing commission, any other licensing board within the State, or the Montana Department of Revenue to not be persons of good character and record within the preceding three (3) years?
YES _____ NO _____
- 13.) Has the applicant, principals, registered manager, or employees had a discharged sentence for any felony in the five (5) years immediately preceding the application, or are they currently subject to a deferred judgment or sentence for a felony?
YES _____ NO _____
- 14.) Has the applicant, principals or registered manager held an interest in any liquor license, medical marijuana license or other license issued by any city, county or state that has been revoked, suspended, or fined within the preceding two (2) years?
YES _____ NO _____
- 15.) Has the applicant, principals, registered agent, creditors or employees had their authority, if any, to act as a primary caregiver revoked by the State within the preceding two (2) years?
YES _____ NO _____
- 16.) Is the applicant, principals, or creditors in default on any city, county, state or federal taxes, fees, fines or charges?
YES _____ NO _____
- 17.) Do the applicant, principals, or creditors have any outstanding warrants for their arrest, or have any outstanding liens or judgments payable to the City?
YES _____ NO _____
- 18.) Are the applicant or principals in default on any student loan?
YES _____ NO _____
- 19.) Do the applicant, principals, registered manager, or employees all hold valid occupational licenses and registrations required by the Montana Department of Revenue?
YES _____ NO _____
- 19.) Do the applicant and principals have any orders or judgments against them for child support in default or arrears?
YES _____ NO _____
- 20.) Are the applicant or principals a peace officer or prosecuting attorney?
YES _____ NO _____
- 21.) Are the applicant or principals licensed physicians who recommend medical marijuana?
YES _____ NO _____
- 22.) Do the applicant or principals have beneficial ownership interest in any testing facility in the state of Montana or any other state?
YES _____ NO _____
- 23.) Is the applicant aware of the provisions of the ordinance and will you comply with them?
YES _____ NO _____

Attach any additional information demonstrating owner, applicant, or employee training, certification, or experience that demonstrates your ability to comply with the requirements of ordinance.

Section IV– Applicant Attestation

Distribution and delivery of marijuana and marijuana products.

(a) All distribution and delivery of marijuana and marijuana products must:

1. occur in a motor vehicle as defined by state law;
2. depart from a licensed premises and be delivered to a licensed premises or to a registered cardholder's address;
3. be accompanied by a printed manifest derived from the seed-to-sale tracking system that contains the following information:
 - a. the physical address and license number of the departure location;
 - b. the physical address and license number or registered cardholder number of the arrival location;
 - c. date and time of departure;
 - d. date and time of arrival;
 - e. transport vehicle year, make, model, and license plate number;
 - f. carrier, policy number, and expiration date of state minimum liability insurance policy for transport vehicle;
 - g. name and signature of each licensee or its employee accompanying the transport; and
 - h. a complete description of the marijuana or marijuana product being transported. The description must include:
 - 1) the name and type of product being transported;
 - 2) amount of product being transported;
 - 3) RFID tracking tag numbers of the product being transported; and
 - 4) all delivery and transport of products must be accomplished within 48 hours from the date and time of departure.

(b) The printed manifest may not be voided or changed after leaving the departure location.

(c) A copy of the transport manifest must be given to each licensed premises receiving the inventory described in the transport manifest.

(d) A receiving licensed premises is responsible for ensuring that the marijuana or marijuana products match the description in the transport manifest. It is the responsibility of the receiving licensed premises to immediately record receipt of the transported inventory.

(e) It is the responsibility of the receiving licensed premise to immediately document and report discrepancies between product received and items described for transport on the manifest. respectively.

(f) All vehicles used to transport marijuana or marijuana products:

1. Shall be considered a licensed premise for purposes of inspection by the City. Transport vehicles may be stopped and inspected by the City at any licensed premises or during transport.
2. Shall be lockable and equipped with a security alarm system.
3. Shall not leave the state of Montana while any amount of marijuana or marijuana product is in the motor vehicle.
4. Shall not have any external marks, words, or symbols that indicate the vehicle is used for transport of marijuana or marijuana products or that it is owned or leased by a marijuana business.

- (g) A marijuana transporter licensee or employee of a marijuana transporter licensee must not sell marijuana or marijuana products; or transport marijuana or marijuana product directly to consumers.
- (h) A marijuana transport licensee must contact the City within 24 hours if a vehicle transporting marijuana items is involved in an accident that involves product loss.
- (i) Copies of transport manifest and delivery receipts must be presented to law enforcement officers or authorized City employees, if requested.
- (j) If a marijuana transporter licensee maintains a licensed premise to temporarily store marijuana or marijuana products, the licensee must have a state marijuana storage facility endorsement for each storage facility.

Requirements of this Section also apply to licensees; continuing duty.

- (a) The requirements of this Division imposed on the applicant shall also apply to the licensee. The requirements of this Division imposed on the proposed licensed premises, adjacent grounds or location shall also apply to the licensed premises, adjacent grounds and actual locations, respectively.
- (b) The licensee and its principals, registered manager and employees have a continuing duty to ensure that the requirements of this Division continue to be met after the license is issued and at all times that the license remains in effect.

A marijuana transporter shall use the seed-to-sale tracking system developed pursuant to 16-12-105 to create shipping manifests documenting the transport of marijuana and marijuana products throughout the state.

A marijuana transporter may deliver marijuana or marijuana products to licensed premises or registered cardholders only and may not make deliveries of marijuana or marijuana products to individual consumers.

A person delivering marijuana or marijuana products for a marijuana transporter must possess a valid marijuana worker permit issued by the state and be a current employee of the marijuana transporter business.

I swear or affirm that the information submitted in and with this application is true, complete, correct, and within my personal knowledge. To the extent that any of the information is outside of my personal knowledge, I swear or affirm that I have made a diligent effort to verify the truthfulness and accuracy of the submitted information.

I understand that the following statute applies to this application:

§45-7-203. Unsworn falsification to authorities. (1) A person commits an offense under this section if, with the purpose to mislead a public servant in performing an official function, the person:

- (a) makes any written false statement that the person does not believe to be true;**
- (b) purposely creates a false impression in a written application for any pecuniary or other benefit by omitting information necessary to prevent statements from being misleading;**

(c) submits or invites reliance on any writing that the person knows to be forged, altered, or otherwise lacking in authenticity; or

(d) submits or invites reliance on any sample, specimen, map, boundary mark, or other object that the person knows to be false.

(2) A person convicted of an offense under this section shall be fined not to exceed \$500 or be imprisoned in the county jail for any term not to exceed 6 months, or both.

I understand that a false or misleading statement, or omission of necessary information to prevent a statement from being misleading may lead to a denial of the license or to sanctions against an issued license, up to and including revocation of the license.

Signature of Applicant

_____ Date _____

Printed Name and Title:

Office Use Only:

Date Rec'd: _____

Form of ID Presented: _____

Name Match (Initial): _____

Tender: Cash _____ Credit _____ Check _____

Use this page to provide any additional information or explanation to answers provided above. Use as many pages as necessary.
