



COUNTY OF HUMBOLDT
PLANNING AND BUILDING DEPARTMENT

3015 H Street • Eureka CA 95501
 Phone: (707) 445-7541 • Fax: (707) 268-3792

Cannabis Application / Permit Transfer Request

Instructions

1. Indicate the record number, application or permit case type(s), and all assessor parcel numbers associated with the application or permit being transferred.
2. Identify the current holder of the application or permit.
3. List the names of all current property owners including: individuals, corporations, companies, trusts, or other non-person entities.
4. Identify the intended recipient of the application or permit.
5. If applicable, identify the agent for the recipient of the application or permit. If no agent, mark "No Agent".
6. All parties indicated in 2, 3, and 4, sign page 2 with notary or in front of department staff with valid government issued photo ID.

Requirements

- * An Indemnification Agreement and Commercial Cannabis Acknowledgement Form, each signed and executed by the recipient of the application or permit, is required when filing this request.
- * If a recent change in property ownership has occurred, submit a copy of the recorded Deed.
- * For all corporations, companies, trusts, or sole proprietorships "doing business as", provide documentation identifying signatories. Documentation can include but is not limited to: Articles of Organization, Articles of Incorporation, Statements of Information, Certificates of Trust, Corporate Resolutions, and/or Fictitious Business Name Statements.
- * For any approved permitted project, provide a deposit of \$150.00 at the time of filing this request and payment of any outstanding balance.

Application / Permit Information

1	Record Number	Assessor Parcel Number(s)
	Permit Case Type(s)	

Current Applicant / Permit Holder

Recipient of Application / Permit

2	Name	4	Name
	Contact (If Business)		Contact (If Business)
	Address		Address
	City, State, Zip		City, State, Zip
	Phone		Phone
	Email		Email

Current Owner(s) of Record

Agent

No Agent

3	Name	5	Name
	Name		Contact (If Business)
	Name		Address
	Name		City, State, Zip
	Name		Phone
	Name		Email

6 By signing this transfer request, the **current applicant/permit holder** agrees to terminate any and all rights, results, authorities, entitlements, and deposits, associated with this application or permit.

By signing this transfer request, the **recipient of the application/permit** agrees to assume and accept all rights, results, authorities, entitlements, commitments, conditions, and costs associated with this application or permit.

By signing this transfer request, the **current owner(s) of record** consents to the cultivation of cannabis on all parcels designated in (1) by the below signed recipient(s) of the application or permit in accordance with all applicable sections of county and state law.

If corporate parties are involved please submit two signatures from the following:
One signature from the Chairman of the Board, the President or any Vice President

AND

One from the Secretary, any Assistant Secretary, the Chief Financial Officer or any Assistant Treasurer.

Current Applicant / Permit Holder:

Print

Print

Sign

Sign

Recipient of Application / Permit:

Print

Print

Sign

Sign

Current Owner(s) of Record (If Different From Above):

Print

Print

Sign

Sign

THE ABOVE SIGNATURES **MUST BE ACCOMPANIED BY AN ACKNOWLEDGEMENT FROM A NOTARY PUBLIC, OR MUST BE EXECUTED IN FRONT OF DEPARTMENT STAFF WITH SATISFACTORY GOVERNMENT ISSUED PHOTO ID**

CERTIFICATE OF ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document, to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA }
COUNTY OF HUMBOLDT }

On this _____ day of _____ 20 ____, before me, _____ Notary

Public, personally appeared _____ who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing is true and correct.

Witness my hand and official seal.

Signature (seal)

CERTIFICATE OF ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document, to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA }
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I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing is true and correct.

Witness my hand and official seal.

Signature (seal)

Documents Submitted/Executed with Transfer:

- Hold Harmless / Indemnification Agreement
- Commercial Cannabis Acknowledgement Form
- Entity Documentation
 - Articles of Organization / Incorporation
 - Statement of Information
 - Fictitious Business Name Statement
 - Certification of Trust
 - Other: _____
- Owner(s) Consent / Current Lease Agreement
- Deed

Application / Permit Transfer Deposit (\$150.00)

Receipt Number: _____

Outstanding Balance: \$ _____

Receipt Number: _____

Eligibility Verified by: _____ Date: _____