

**FOR OFFICIAL USE ONLY**

Receipt #: \_\_\_\_\_

ID#: \_\_\_\_\_ Issued: \_\_\_\_\_

Date: \_\_\_\_\_

**CITY OF LAS VEGAS**  
 1700 N. Grand Avenue, Las Vegas, NM 87701  
**BUSINESS REGISTRATION APPLICATION**  
**STANDARD / CANNABIS RETAILER /**  
**PRODUCER / OTHER:** \_\_\_\_\_  
 (505) 454-1401 www.lasvegasnm.gov FAX: (505) 425-7335



**CHECK ONE:** New Business  Renewal  New Location  If Closed, Date Closed: \_\_\_\_\_

**CHECK ONE:**  New Certificate  
 Annual Sticker renewal

Business Name: \_\_\_\_\_

DBA: \_\_\_\_\_ Type of Business: \_\_\_\_\_

Location Address: \_\_\_\_\_  
 Street City State Zip

Mailing Address: \_\_\_\_\_  
 Street / P. O. Box City State Zip

Business Phone \_\_\_\_\_ Other Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Type of Ownership:  Sole Proprietor  Partnership  Corporation  LLC  Non-Profit

Home Occupation  YES  NO (Must submit a Home Occupation License Application also; Cannabis does not qualify)

Contractor:  YES  NO License #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ License Type(s): \_\_\_\_\_  
 (If yes, **must** include a copy of State of New Mexico Construction Industries Verification Card)

**IF APPLICABLE:**

Food Service - Will food be prepared or served?  YES  NO (If yes, NM Environment Dept. **must** approve before registration is approved - A copy of current Food Permit issued by NMED is permissible)

Department of Health License #: \_\_\_\_\_ (Dept. of Health License Required for Medical Professionals before registration is approved)

NMBTIN: \_\_\_\_\_ FEIN: \_\_\_\_\_  
 (New Mexico Business Tax Registration Number **required** before Business Registration is approved / Formerly known as the CRS # - Social Security Numbers will no longer be accepted)

Will you be placing a new sign?  
 Yes  No   
 If yes, you will require a sign permit.  
 Contact Building Department

**FEES:**

**Standard Registration: \_\_\_\_\_ \$ 35.00 For Regular Applications (January 1 – December 31 each year – Annual)**

**Additional Fees** – for specific businesses regulated under City of Las Vegas Municipal Code, §160-8:

Other Fees \$ \_\_\_\_\_ - \$25.00 – Dance Halls, Auto Wrecker Yard & Pawnbrokers  
 Other Fees - Check One: \$ \_\_\_\_\_ - \$25.00 for 1 Machine / \$50.00 for 2-4 Machines / \$200.00 for 5+ Machines  
 Late Penalty - 10% \$ \_\_\_\_\_ - A **10% Late Penalty** will be added on after March 15 of the current year for Standard Registration and all Additional Fees indicated

**TOTAL DUE: \$ \_\_\_\_\_ (No refunds shall be given for any reason; all fees are non-refundable)**

**Cannabis Registration: \_\_\_\_\_ \$ 350.00 For Cannabis Applications (January 1 – December 31 each year - Annual)**

City Fire Inspection: \_\_\_\_\_ \$150.00 (Fee per fire inspection)  
 Water/Wastewater inspection: \_\_\_\_\_ \$150.00 (One-time fee)  
 LVPD security inspection: \_\_\_\_\_ \$150.00 (One-time fee)  
 Conditional use permit: \_\_\_\_\_ \$800.00 (Per Municipal Ordinance §450-83. Filing fee for variance, conditional use or special use permit, only if applicable)

**NOTE:** Copy of receipt for payment of above fees is required to be included with application when submitted.

**Additional licensure fees based on NM CCD licensure (as stated on page 2)**

\$ \_\_\_\_\_

Late Penalty - 10% \$ \_\_\_\_\_ - A **10% Late Penalty** will be added on after March 15 of the current year for Standard Registration and all Additional Fees indicated

**TOTAL DUE: \$ \_\_\_\_\_ (No refunds shall be given for any reason; all fees are non-refundable)**

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- Courier: \$60.00 first year, then \$30.00 annually
- Testing laboratory: \$250.00 first year, then \$100.00 annually
- Manufacturer: \$250.00 first year, then \$100.00 annually
- Producer: \$275.00 first year, then \$150.00 annually
- Retailer: \$300.00 first year, then \$150.00 annually
- Research laboratory: \$250.00 first year, then \$100.00 annually
- Vertically integrated cannabis establishment: \$750.00 first year, then \$100.00 annually
- Cannabis producer microbusiness: \$50.00 for one hundred plants or less first year, then \$50.00 annually, or \$100.00 for one hundred plants to two hundred fifty plants first year, then \$100.00 annually
- Integrated cannabis business (activity based): \$250.00 first year, then \$100.00 annually

By signing this application below, the applicant is affirming under penalty of perjury that the owners and operators of the entity seeking approval of this business registration have received full approval of their cannabis license from the New Mexico Cannabis Control Division, and have read, understand and fully complied with all Federal and State of New Mexico cannabis laws, and all City of Las Vegas ordinances addressing cannabis, prior to engaging in any cannabis-related business within the City of Las Vegas, and further agree to fully comply and be subject to and bound by said laws and ordinances, as amended, at all times while conducting business within the city limits of the City of Las Vegas.

Owner/Applicant	Print Name	Signature	Date
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Contact Person:	Print Name		Date
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Las Vegas Fire Department      505-425-6321

Construction Industries Division      505-476-4700  
2550 Cerrillos Road, Santa Fe, NM 87505  
rld.state.nm.us      *(If Applicable)*

NM Environment Department      505-454-2801  
2538 Ridge Runner Road  
Las Vegas, NM 87701      *(If food is being prepared or served)*

Zoning Approval      505-454-1401, Ext. 1608  
City of Las Vegas Community Development Department  
1700 N. Grand Avenue, Las Vegas, NM 87701

Water Department (Please sign if approved)

Wastewater Department (Please sign if approved)

Las Vegas Police Department (Please sign if approved)

Building/Code Inspection

**NOTE:** Applications will not be approved or accepted unless all required signatures are obtained prior to submittal.

If a Conditional Use Permit was applied for, date approved: \_\_\_\_\_

Fee Paid: \_\_\_\_\_

Date Paid: \_\_\_\_\_

Receipt #: \_\_\_\_\_

**PLEASE ATTACH COPY OF APPROVAL LETTER FROM THE PLANNING & ZONING DEPARTMENT**