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DEFERRED PAYMENT PLAN REQUEST FORM

To request a deferred payment plan for your license fee, please submit this form to the Office of Community and Civic Life by email to cannabis@portlandoregon.gov

Payment dates	Micro Producer, Micro Wholesaler, Courier	All Other License Types
Additional Fee for Payments Made Up to 30 Days After the 6-Month Deadline	\$100	\$250
Additional Fee for Payments Made 31 to 60 Days After the 6-Month Deadline	\$200	\$500

Business Entity Name: _____	
Facility Address: _____	
Date of Request: _____	License Type: _____

Does the business have a financial need to defer payment of a portion of its licensing fee? YES NO

By signing this form, I agree to pay the licensing fee according to the above payment schedule. _____ Initial

I understand that I am solely responsible for managing the deadlines listed on this form, regardless of whether the business receives a reminder notice from the Cannabis Program. _____ Initial

I understand that a failure to pay the balance of the license fee by 60 days from the 6-Month Deadline will constitute a violation of Portland City Code Chapter 14B.130 and may result in monetary penalties, license suspension, and/or license revocation. _____ Initial

Print Name/Title: _____ Today's Date: _____

Signature: _____

CANNABIS PROGRAM STAFF ONLY	
Received/Approved By: _____	6-Month Due Date: _____
Date Received: _____	Total Amount Due: _____