HOW TO SUBMIT A PAYMENT
LICENSE FEES FOR CANNABIS MANUFACTURERS

After receiving confirmation that your CDPH cannabis manufacturing license has been approved, you will have 30 days to pay your license fee. To submit your license fee payment, please follow these instructions:

1. **LOG IN**
   - Log in to your MCLS online account.

2. **SELECT YOUR BUSINESS**
   - Some applicants have multiple businesses associated with their MCLS account. Be sure to select the business for which you intend to make a payment.

3. **CLICK ON THE "CLICK HERE TO PAY" BUTTON**
   - To begin the payment process, click the shopping cart icon on the top right of your screen.

4. **CLICK “PROCEED TO CHECKOUT”**
   - Confirm the payment amount and premises address. Then click Proceed to Checkout.
5 SELECT PAYMENT METHOD
Select your chosen payment method from the dropdown menu.

**PAYMENT OPTION 1**

**CREDIT CARD** – Select Credit Card from the dropdown menu, complete the required fields and click Submit. If approved, your credit card will immediately be charged for the full amount.

**PAYMENT OPTION 2**

**BANK ACCOUNT** – Select Bank Account from the dropdown menu, complete the required fields and click Submit. The designated account will immediately be debited for the full amount.
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CASH, CASHIER'S CHECK OR MONEY ORDER – Select Cash from the dropdown menu and click Submit. The system will generate a PDF invoice with payment instructions. Print this invoice, because you will need to include it with your payment.

支付方法：

- 现金 (CASH)
- 支票或银行支票 (CASHIER'S CHECK OR MONEY ORDER)
- 通过银行账户

如何支付：

所有费用必须以现金、支票或银行支票的形式支付。

Cashier's Check and Money Order

- 用支票支付给“California Department of Public Health”
- 将支付通知和支票邮寄到以下地址：

California Department of Public Health
Manufactured Cannabis Safety Branch
P.O. Box 997377, MS 7606
Sacramento, CA 95899-7377

Note: 个人支票不接受邮寄。要使用银行账户支付，请选择Bank Account作为支付方法，在线系统中输入所有相关信息。

If you have any issues accessing your account or if you have any other questions regarding the fee payment process, please contact our licensing team at MCLS@cdph.ca.gov.