

**MARYLAND CANNABIS ADMINISTRATION
PERSONAL FINANCIAL INFORMATION WORKSHEET (PFIW)**

Date: _____
Name of Applicant Entity: _____
Owner/Investor Completing this PFIW (All Information Should be For Individual Owner/Investor): _____
Email Address of Owner/Investor: _____
Cell Phone Number of Owner/Investor: _____

FOR HELP COMPLETING THIS FORM CONTACT THE OFFICE OF COMPLIANCE AND REGULATION AT
MCA.COMPLIANCE@MARYLAND.GOV

UNDERSTANDING OF INDIVIDUAL'S FINANCIAL ACTIVITIES

1. What are the primary sources of revenues and expenditures (employee, self-employed, loan payments, living expenses, etc.)?
2. What are the major categories of assets and liabilities?
3. Identify "related parties" and transactions with related parties that impact the licensing process or that could impact the assessment of ownership, relationships, etc. Related parties include business partners in the licensee or other businesses, relatives involved in the business, lenders with a potential equity interest, etc.
4. What are the sources of financial data to support information provided in the application (tax returns, bank & investment statements, loan statements, public records such as property tax assessments, etc.)?
5. Does the licensee have an accountant, financial advisor, etc. that can be/should be contacted to obtain additional information, ask questions, etc.? If so, please identify.

Cash

6. Document all cash accounts held by licensee including bank, account number, account type (checking, savings, etc.), balance, any restrictions (collateral for a loan, etc.), whether it's a joint account, etc. This will possibly be confirmed based on documentation available.
7. Document any restrictions to cash and investment accounts, accounts held jointly with others (including identifying as licensees or non-licensees), etc. to support availability of cash reported. Restrictions can include use as collateral for debt, penalties for early withdrawal, use by another account holder, etc.

Debt and Equity Securities

8. Obtain or prepare a listing of debt and equity securities (stocks, bonds, other marketable securities) with the following information (or attach a separate listing if necessary).

[illegible]

9. Inquire if any of the above securities are pledged or restricted as collateral or other purpose. MCA may inquire if there have been any major declines in market price subsequent to the reporting date to document, if appropriate.

Accounts and Notes Receivable

10. Inquire if the individual has any personal accounts or notes receivable due from others (loan to a business, loan to an individual, etc.). Obtain the following facts:

[illegible]

11. Estimate the net realizable value based on facts and circumstances of information provided by licensee. (i.e. if not all principal is collectable).
12. Identify any restrictions related to these receivables for reporting to the Administration.

CONTRACTS, CONVERTIBLE DEBT, AND SUPPORT FOR OWNERSHIP INTEREST

13. Obtain copies of all contracts, convertible notes (debt to equity options, etc.), or other instruments that reflect an ownership interest, potential ownership interest, or control in an MCA licensee either currently or potentially in the future.

CASH VALUE OF LIFE INSURANCE POLICIES

14. Obtain the following information about the individual's life insurance policies (do not list policies that do not give the individual the right to the cash value):

Insurance Company	Owner of Policy	Face Amount	Cash Value (if any)	Policy Loans (if any)	Net Cash Value
					-
					-
					-
					-
					-
		-	-	-	-

INVESTMENTS IN CLOSELY HELD BUSINESSES

15. Identify all entities in which the licensee has an investment interest and highlight those involved in the cannabis industry. Obtain the following information to the extent available. At a minimum, document the licensee's percentage interest and make-up of ownership (if information is included on tax return, reference the return and do not complete the chart):

Name of Entity					
Type of Entity (Corp., Prop., Partnership, etc.)					
Percentage Interest of Licensee					
Statement Date					
Period Covered					
Basis of Accounting					
Significant Loss					
Contingencies					
Audited, Reviewed, or Compiled?					
Report Modified or Qualified?					

Total Current Assets					
Net Property, Plant, & Equipment					
Other Assets					

Total Assets	-	-	-	-	-
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Current Liabilities					
Long-term Debt					
Other Liabilities					

Total Liabilities	-	-	-	-	-
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Net Assets (Stockholders' Equity or Partners' Capital)

-	-	-	-	-
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Sales

-	-	-	-	-
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Net Income

-	-	-	-	-
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Ownership by Percentage
Ownership Interest

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Cost (or Tax Basis if different) of Individual's
Ownership Interest
Estimated Current Value of Individual's
Ownership Interest

RESIDENCES

16. Obtain the following information about the individual's residences (primary and any other residences. Do not include investment properties here):

Address	Approximate Square Footage	Cost Basis (cost plus improvements)	Current Value
		-	-

Obtain the following information about mortgage liability on the residences:

Lien Holder	Maturity Date	Interest Rate	Monthly Payment	Mortgage Liability
			-	-

OTHER REAL ESTATE INVESTMENTS

17. Obtain the following information for any investment properties, rental properties, joint ventures, etc. in which you have an ownership interest:

	Parcel #1	Parcel #2	Parcel #3	Total
Location and Type				
Ownership %				
Individual Original Ownership Cost				
Current Tax Basis Cost (negative tax basis of shelters)				
Monthly Income				
Estimated Current Value				

18. Related Debt:

	Parcel #1	Parcel #2	Parcel #3	Total
Lienholder's Name				
Original Note Balance				
Monthly Payment				
Interest Rate				
Current Debt Balance				

VESTED INTERESTS IN PENSION/PROFIT SHARING/401K/403b OR OTHER RETIREMENT PLANS

19. Obtain the following information:

Descriptions of Plan	Tax Basis (balance of individual's contributions)	Market Value (vested interest)
	-	-

OTHER ASSETS (INTANGIBLES, OIL & GAS, PERSONAL PROPERTY, VEHICLES, ART WORK, ETC.)

20. Obtain the following information on other assets held by the Licensee:

Description	How Was the Estimated Current Value Determined	Tax Basis (original cost)	Estimated Current Value
		-	-

LIABILITIES

21. Obtain the following information on any liabilities not previously reported (loans, credit cards, term payments, alimony, leases, charitable commitments, property taxes, etc.)

Payable To	Collateral	Maturity Date	Monthly Payment	Stated Interest Rate	Implicit Interest Rate (if different)	Present Balance
						-

INCOME TAXES

22. Identify any income taxes, both federal and state, payable that are not reflected on tax returns provided (back taxes, penalties from prior years, etc.)