# Medical Marijuana Identification Card

## Remote Processing Options

<table>
<thead>
<tr>
<th><strong>Step 1</strong></th>
<th><strong>Step 2</strong></th>
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<td><strong>BY EMAIL</strong></td>
<td><strong>BY US MAIL</strong></td>
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| Scan and send these items by email to Vitalrecords@phd.sccgov.org:  
- Completed **MMICP application**  
- **Recommendation Letter** signed and dated by attending physician within the last 12 months  
- Copy of Government issued photo ID  
- Copy of recent proof-of-residency for Santa Clara County. (Need only one).  
*Payment by credit card is payable by phone upon pre-approval of documents. See Step 3 for fees.* | Send these items by US Mail to:  
Santa Clara County Public Health Department  
Vital Records and Registration/MMICP  
976 Lenzen Avenue, Ste 1300  
San Jose, CA 95126  
- Completed **MMICP application**  
- **Recommendation Letter** signed and dated by attending physician within the last 12 months  
- Copy of Government issued photo ID  
- Copy of recent proof-of-residency for Santa Clara County. (Need only one).  
- Payment by check or money order, made payable to “MMICP” **OR** payment by credit card is payable by phone upon pre-approval of documents. See Step 3 for fees. | Once all items are received and pre-approved, staff will process payment and contact you with expected timeframe for card delivery or pickup. If paying by credit card, staff will contact you for payment by phone.  
*Fees are $10.00 for new or renewal card/$5.00 for Medi-Cal recipients. If applying for discount, include a copy of Medi-Cal card by email or mail.*  

If you have a smartphone with email capability:  
- IN ADDITION to the above, email three photos (not including the above-mentioned Government-issued ID) of yourself with a solid white background; no blinds, curtains, or sheets. Remove hats, scarves, sunglasses, headbands, or any articles that obscure facial features (hairstyles that obstruct facial features below the forehead are not allowed); the person being photographed should stand three to four feet away from the camera; the area photographed should include the top of the shoulders to a small portion of blank space above the head.  
- If no smartphone is available or photo is not acceptable, an in-person appointment will be needed. |