

Instructions

- Complete all parts of the following form to renew your MA Hemp Processor License. *Incomplete applications will not be processed.*
- **Deadline:** Renewals must be received by MDAR no later than December 1st. Failure to submit a renewal on time may result in the expiration of your license on December 31st.
- **Eligibility:** To be eligible for a hemp license renewal, you must have a current and active hemp license. Submitting a renewal application does not guarantee licensure for 2027; your operation must be in compliance with all Hemp Program requirements. If there are any changes to your license such as new applicants, name changes, or business name changes, your license is not eligible for renewal and a new application must be submitted. Changes to proposed processing locations do not require a new license, but approval is not guaranteed and hemp activities requiring a license should not be conducted at any site not already covered by an existing license.
- Submit this renewal application with all required attachments and the \$100 renewal application fee. The renewal application will not be deemed complete until such time as the fee has been received. Processing of the application fee does not mean that your license has been renewed.
- Upon approval, a Licensing fee will become due prior to issuance. Production or Processing of Hemp without a license is a violation of state and federal law and may result in legal action.
- Hemp Licenses are **NOT transferrable or assignable** and cannot be used by any other individual or entity not included in this application.

**Mail completed form, fees
and attachments to:**

Massachusetts Department of Agricultural Resources
225 Turnpike Road; Room 302
Southborough, MA 01772
attn.: **Hemp Program**

Make checks payable to: *Commonwealth of Massachusetts*

Instructions for Licensing Sites

- Each Processing Site must be designated by a specific property address or parcel number. You may license multiple Sites with different addresses by attaching additional copies of the Site Licensing sheet. You cannot engage in any activity at any location without prior written approval from MDAR.
- You may have multiple processing areas (i.e., fields, greenhouses, barns, or storage areas) at each Site.
- Maps must be included for each Site. You may submit new Sites with this renewal application.
- For each Processing Site, you are required to provide an **aerial photograph map** with this application. All maps must include:
 - Aerial photograph of the Site
 - Site Name and Address or Parcel Number
 - GPS coordinates in **decimal degrees** (ex. 42.3664, -71.0588)
 - Site features including *clearly marked boundaries of the proposed growing, storage, drying, and/or processing areas*

Additional Resources:

Instructions for creating a map: <https://www.mass.gov/doc/instructions-how-to-create-a-map-of-your-site/download>

Find your GPS Coordinates: <https://www.mass.gov/doc/instructions-how-to-find-your-gps-coordinates-latitude/longitude/download>

MDAR Hemp Licenses are valid **ONLY** for the Licensee as indicated here and for the location(s) designated and approved within this application. You **MUST** include any business name, including your d/b/a. Any businesses that are considered “legally” separate may not be covered under a single license. Each d/b/a, LLC, corporation, or other lawfully created entity under the laws of the Commonwealth or any other state must submit a separate license application. Licenses are non-transferable and may not be assigned to any other individual or entity. The use of a license by anyone other than the licensee may result in the suspension or revocation of the license.

Renewal Information:		
License Number:		
Licensee Name (may be individual or business entity):		
Primary Contact Name:		
Business Name (if different):		
Mailing Address:		
City:	State:	ZIP Code:
Primary phone: ☐ cell ☐ home ☐ work		Email:
EIN number (if applicable – Do NOT use your individual social security number):		

Processing Site Licensing Information		
Site Name:		Previously Licensed? ☐ Yes ☐ No
Physical Address:		
City:	State:	Zip Code:
Latitude:		Longitude:
Site Description:		
Statement of Property Ownership: Are you the owner of the property listed above? ☐ Yes ☐ No If No, (please initial): _____ I certify that I have permission to use the property listed in this application for processing of hemp. MDAR is not responsible for any issues that arise between a licensee and property owner.		
Property Owner or Manager Name (if different from Applicant):		
Owner/Manager Phone:		Owner/Manager Email:
Property Type: ☐ Farm/Agricultural ☐ Commercial ☐ Residential ☐ Industrial ☐ Other _____		

Latitude and Longitude must be reported in **decimal degrees** (ex. 42.3664, -71.0588)

Type of Processor (please check all that apply)

- ☐ **Extractor:** removes a product directly from the hemp plant such as fiber, seed, extract, oil, resin, etc.
- ☐ **Manufacturer:** makes an intermediate or finished product that uses any hemp or hemp-derived material and that will be packaged, labeled and ready for sale to an end user or wholesale.

Property Certifications:

By signing this application and initialing where required, the individual signing hereby acknowledges that they have the legal authority to bind the applicant and agrees to the following:

(please initial): _____ I certify that the Production and/or Processing Site Map(s) accurately represent the proposed area(s) to be used for Hemp Processing and/or Production, including storage and drying, and are attached to this application.

(please initial): _____ I certify that I have permission to use all Site locations listed in this application for the production and/or processing of hemp. I further understand that if the property owner rescinds permission to use any or all of the Site locations listed in this application that this will result in the suspension, revocation, or non-renewal of my license. MDAR is not responsible for any issues that arise between me and the property owner.

(please initial): _____ I understand that if any Site is subject to an Agricultural Preservation Restriction ("APR") or Agricultural Covenant held by MDAR, all activity must be conducted in accordance with the terms of the APR or Agricultural Covenant. I further understand that it is my responsibility to review and understand the terms and conditions set forth in the APR or Agricultural Covenant before commencing operation.

Is any property listed on this application subject to an APR? ☐ **Yes** ☐ **No**

If yes, please contact MDAR's APR Program to ensure compliance with any applicable requirements of the APR.
<https://www.mass.gov/agricultural-preservation-restriction-apr-program>

Is any property listed on this application subject to an Agricultural Covenant? ☐ **Yes** ☐ **No**

If yes, please contact MDAR's Farm Viability Program to ensure compliance with the terms of the Agricultural Covenant. <https://www.mass.gov/service-details/farm-viability-enhancement-program-fvep>

Processor Certifications: *By signing this application and initialing where required, the individual signing hereby acknowledges that they have the legal authority to bind the applicant and agrees to the following:*

(please initial): _____ I understand that it is my responsibility to ensure that any hemp or hemp-derived material used for processing shall only be obtained from a producer or processor licensed by MDAR, USDA, under a USDA-approved plan from a jurisdiction outside the Commonwealth, or as otherwise authorized under federal law, and shall be accompanied by all required paperwork.

Processor Certifications (continued): *By signing this application and initialing where required, the individual signing hereby acknowledges that they have the legal authority to bind the applicant and agrees to the following:*

(please initial): _____ I understand that I may not use any cannabis material for processing that is not otherwise certified as hemp in compliance with state and federal law and not otherwise produced under a license issued in compliance with state and federal law, regardless of whether the term “hemp” is used on the package, accompanying documents, or used in any way to market such material.

(please initial): _____ I understand that it is my responsibility to ensure that any hemp or hemp extract received for processing complies with the testing requirements set forth by MDAR, including that it meets all THC limitations, and any other applicable testing requirements or standards set by local, state, or federal law.

(please initial): _____ I understand that any products made are subject to state and federal law, including but not limited to, the Federal Food, Drug, and Cosmetic Act, 7 U.S.C. 1639o, as amended, M.G.L. c. 128, Sections 116 through 123, and 105 CMR 590.00, and that it is my responsibility to ensure compliance of all products that are offered for sale in the Commonwealth or introduced into interstate commerce. I further understand that failure to comply with any legal requirements may result in further legal action, including but not limited to, the destruction of products found out of compliance, and suspension or revocation of any hemp license.

(please initial): _____ I understand that it is my responsibility to read and understand all applicable state and federal laws, regulations, and rules that govern hemp in the Commonwealth, including but not limited to, the Federal Food, Drug, and Cosmetic Act, 7 U.S.C. 1639o, as amended, M.G.L. c. 128, Sections 116 through 123, the regulation promulgated thereunder at 330 CMR 32.00, Hemp Production, 105 CMR 590.00, and any rules, policies, or regulations promulgated thereunder.

(please initial): _____ I understand that all finished products must be processed and manufactured in accordance with the MA Hemp Processor Policy and any other local, state, or federal requirements and must include, at minimum, the MDAR License number and Licensee Name as it appears on the license issued, batch numbers for the finished product, cannabinoid profile, ingredients, and statements.

(please initial): _____ I understand that all hemp and finished products must comply with all applicable requirements set by MDAR and the Cannabis Control Commission in order to be deemed in compliance with M.G.L. c. 94G, Section 12(f). I understand that if I am found to be processing, in possession, selling, or otherwise transferring any hemp or hemp-derived material or products not otherwise in compliance with these requirements that such activity may result in further legal action, including but not limited to, the destruction of products found out of compliance, and suspension or revocation of any hemp license.

(please initial): _____ I understand that the manufacture and use of any synthetically derived cannabinoids that are not capable of being naturally produced by a *Cannabis sativa* L. plant and cannabinoids that are capable of being naturally produced by a *Cannabis sativa* L. plant and were synthesized or manufactured outside the plant; including, but not limited to delta-8 THC, THCO, THC10, HHO, THC-o-acetate, THCV, is prohibited to the extent that synthetic cannabinoids are excluded from the definition of hemp under federal law.

(please initial): _____ I understand that hemp-derived products containing more than 0.4 milligrams combined total per container of total THC and any other cannabinoids that have similar effects (or are marketed to have similar effects) on humans or animals as a THC as determined by the Secretary of Health and Human Services are prohibited unless such prohibition is otherwise amended by federal law.

(please initial): _____ I understand that it is my responsibility to ensure continued compliance with applicable state and federal law throughout the duration of my hemp license. I acknowledge that it is my responsibility to comply with any changes to the definition of hemp and/or what may be allowed for the processing and/or sale of hemp and hemp-derived products under state and/or federal law and failure to do so may result in further legal action, including but not limited to, the destruction of products found out of compliance, and suspension or revocation of any hemp license.

General Certifications: *By signing this application and initialing where required, the individual signing hereby acknowledges that they have the legal authority to bind the applicant and agrees to the following:*

(please initial): _____ I understand that the production of hemp in Massachusetts must be done so in accordance with applicable state and federal law, including but not limited to, the Agricultural Improvement Act of 2018, USDA's Final Hemp Production Rule at 7 CFR 990 ("USDA Final Rule"), 7 U.S.C. 1639o, as amended, M.G.L. c. 128, Sections 116 through 123, and the regulation promulgated thereunder at 330 CMR 32.00, Hemp Production. I further understand that producing hemp in violation of federal and state law may include further legal action as authorized by applicable federal and state law. This includes destruction of any crops produced in violation of applicable state and federal law.

(please initial): _____ I understand that processing hemp must be done so in accordance with applicable state law, including but not limited to, M.G.L. c. 128, Sections 116 through 123 and the regulation promulgated thereunder at 330 CMR 32.00, Hemp Production. I further understand that processing hemp in violation of state law may include further legal action as authorized by applicable state law. This includes the destruction of any hemp or hemp-derived products processed in violation of applicable state law.

(please initial): _____ I understand that it is my responsibility to ensure that I obtain any other applicable licenses, permits, or approvals required by local or state law for the type of activity to be conducted and that failure to do so may result in enforcement action, included but not limited to, the loss of my hemp license. This includes, but is not limited to, building permits and approvals under any applicable state statute or regulation or municipal regulation, ordinance, or bylaw, including but not limited to, wetland regulations, M.G.L. c. 131, Section 40, the Wetlands Protection Act, or M.G.L. c. 131A, and the Massachusetts Endangered Species Act. I further understand that these licenses, permits, or approvals may be needed prior to conducting any hemp activity and that any hemp license does not supersede or exempt the activity from any other applicable law. I understand that failure to obtain such licenses, permits or approvals shall result in the denial of any application for licensure and failure to maintain, comply, and/or remain in good standing with such may result in the suspension, revocation, or non-renewal of any license.

(please initial): _____ I understand that any individual or entity registered by MDAR to produce or process hemp shall be subject to audit, inspection, and testing pursuant to the USDA Final Rule, as applicable, M.G.L. c. 128, Sections 116 through 123, and the regulation promulgated thereunder at 330 CMR 32.00, Hemp Production at the discretion of MDAR.

(please initial): _____ I hereby give consent for MDAR to conduct both scheduled and random inspections of and around the premises on which hemp is being sown, grown, harvested, stored, or processed.

(please initial): _____ I understand that upon approval of my application, MDAR may share the location of my grow and processing sites with municipal officials, including but not limited to, the chief elected or appointed official, local law enforcement, and fire safety officials in the municipality where hemp will be produced or processed. I further understand that any information obtained by MDAR may be disclosed without further notice unless otherwise prohibited by law.

(please initial): _____ I understand that upon approval of my application, my MDAR Hemp License is valid only for the licensed entity at the location(s) indicated within this application. Licenses are not transferrable or assignable to anyone or any other location and may not be used by unlicensed entities under any circumstances.

(please initial): _____ I understand that this license is valid only for the production and/or processing of hemp. This license does not allow for retail or wholesale of hemp products other than those produced or manufactured by a licensee, under the terms of their license and in accordance with state and federal law. I understand that products manufactured or sold may be subject to additional state and federal law, including but not limited to, regulations promulgated by the Massachusetts Department of Public Health and/or the United States Food and Drug Administration.

I hereby certify that, to the best of my knowledge, all information provided in this renewal application is true and accurate. I understand that providing false, inaccurate, or misleading information is grounds for renewal denial, suspension, or revocation pursuant to the 7 CFR 990, M.G.L. c. 128, Sections 116 through 123, and the regulation promulgated thereunder at 330 CMR 32.00, Hemp Production. I further understand that my license to produce or process hemp in the Commonwealth expires on December 31st and that if I fail to submit a renewal application and obtain a license for the following year, I am no longer considered licensed to produce or process hemp under state or federal law.

I hereby certify that I acknowledge and understand that all information provided to MDAR as part of this renewal application and as part of my participation in the program is subject to the public records law and may be disclosed unless otherwise protected by state or federal law.

I hereby certify that I will comply with applicable state and federal laws, regulations, and rules that govern the production of hemp, including but not limited to, M.G.L. c. 128, Sections 116 through 123, and the regulation promulgated thereunder at 330 CMR 32.00, Hemp Production, and any rules, policies, or regulations promulgated thereunder, and the USDA Final Rule. I understand that failing to comply with such requirements may result in the denial, suspension, or revocation of any license, may subject me to fines in accordance with M.G.L. c. 128, Section 123, may result in the destruction of any non-compliant cannabis material or products, and/or further legal action as authorized by state and federal law.

I have read this renewal application, understand the requirements in it, and I agree to hold harmless and release the Commonwealth of Massachusetts, its officers, employees, contractors or agents from any and all claims, actions, suits, damages, judgments, attorneys' fees, or prosecution of any kind, that may arise due to my cultivation or processing of industrial hemp conducted in accordance with the Industrial Hemp Program administered by the Massachusetts Department of Agricultural Resources pursuant to 7 CFR 990, 7 U.S.C. 1639o, as amended, M.G.L. c. 128, Sections 116 through 123, and the regulation promulgated thereunder at 330 CMR 32.00, Hemp Production.

Signature: _____

Printed Name: _____ Date: _____

For official use

Date Received:

Payment: ☐ Check ☐ Money Order Number: Amt.: \$

Application Attachments Checklist

- ☐ Maps for each processing site that include:
 - Site Name
 - Address or Parcel Number
 - GPS coordinates in **decimal degrees** (ex. 42.3664, -71.0588)
 - Clearly marked boundaries of the processing areas
 - Instructions for creating a map: <https://www.mass.gov/doc/instructions-how-to-create-a-map-of-your-site/download>
 - Find your GPS Coordinates: <https://www.mass.gov/doc/instructions-how-to-find-your-gps-coordinates-latitude/longitude/download>
- ☐ \$100 non-refundable renewal application fee paid by check or money order
 - Make checks payable to “Commonwealth of Massachusetts”
- ☐ Keep a copy of this renewal for your records.

Please mail renewal application, supporting materials, attachments, and payment to:

MDAR Hemp Program

225 Turnpike Road; Room 302
Southborough, MA 01772

Make checks payable to:

Commonwealth of Massachusetts

Questions? mahemp@mass.gov

Or visit: <https://www.mass.gov/industrial-hemp-program>