



Alaska Division of Agriculture Hemp Program

Application for New Registration

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Anyone wishing to participate in the Alaska Industrial Hemp Pilot Program must successfully complete the full application process with the Alaska Division of Agriculture and be issued an industrial hemp registration (Grower, Processor, or Retailer) from the division prior to producing industrial hemp.

Directions: Complete all parts of the following application and submit the application, the nonrefundable application fee, and all required attachments to Alaska Plant Materials Center Hemp Program, 5310 S. Bodenbug Spur, Palmer, AK 99645. Application must be complete, accurate and legible. Follow all instructions in the document. Be sure to keep a copy of the full application for your records.

The completed applications may be filed electronically, mailed, or hand-delivered to the division. All associated fees must be submitted to the division at the time of application. Fees may be in the form of cash, check, money order or the applicant may contact the division at 907-745-4469 to pay electronically. For the electronic mail submission of an application please send completed forms to industrialhemp@alaska.gov. To facsimile a completed application, send to 907-746-1568. To post mail a completed application, send to Alaska Plant Materials Center Hemp Program, 5310 S. Bodenbug Spur, Palmer, AK 99645.

Applicant Information

1) Applicant Name:

2) Primary Residential Address of Applicant:

3) Are you applying as an individual or as a business?

Check or Circle one:

- Individual (Complete Part A in this table below; skip Part B)
 Business Entity (Skip Part A; Complete Part B in this table)

A. If applying as an Individual or Sole Proprietorship complete section A below and skip Section B. If applying as a business entity skip Section A, complete Section B below.

A1. Name of Business (if applicable):

A2. Physical Address:

A3. Mailing Address	
A4. Email Address for Applicant:	
B. If applying as a Business, complete Section B below. Note: The business entity must be authorized and in good standing with the State of Alaska.	
B1. Name of Business:	
B2. Owners as identified in State of Alaska Corporate Database:	
B3. Licensed by State: <input type="checkbox"/> Yes <input type="checkbox"/> No	Business License #:
B4. Operates as one of the following: <input type="checkbox"/> LLC <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Other	
B5. Physical Address:	
B6. Mailing Address:	
B7. Email Address for Applicant:	
C. Contact Information for authorized person(s) or designee(s) who have signing authority.	
1- Name:	Title:
Cell Phone:	Email:
2- Name	Title:
Cell Phone:	Email:

4) Secondary Contact Persons. You may authorize two additional contacts that are able to receive all communications and send in reports when applicable. They will not have authority to make changes to the permit. If you would like to add secondary contact person(s), complete the table below.

Name	Address	Email	Phone



Alaska Division of Agriculture Hemp Program

Application for Grower Registration

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A person may not grow industrial hemp unless the person has obtained a grower registration from the division and is operating under a registration subject to 11 AAC 40.200 – 11 AAC 40.295.

Directions: Complete all parts of the following application and submit the application, the Grower Registration Fee, and all required attachments to Alaska Plant Materials Center Hemp Program, 5310 S. Bodenbug Spur, Palmer, AK 99645. Applications must be complete, accurate and legible. Follow all instructions in the document. Be sure to keep a copy of the full application for your records.

The completed applications may be filed electronically, mailed, or hand-delivered to the division. All associated fees must be submitted to the division at the time of application. Fees may be in the form of cash, check, money order or the applicant may contact the division at 907-745-4469 to pay electronically. For the electronic mail submission of an application please send completed forms to industrialhemp@alaska.gov. To facsimile a completed application, send to 907-746-1568. To post mail a completed application, send to Alaska Plant Materials Center Hemp Program, 5310 S. Bodenbug Spur, Palmer, AK 99645.

- (1) Provide a list of all locations requested for registration by completing the tables below in part a) Growing/Storage Locations.

a) Growing/Storage Locations.

- I. Fill out the requested information in the tables below.
- II. Attach a color copy map of each address. For mapping instructions see the document titled "Instructions for Creating Maps and Obtaining GPS Coordinates for Submission with the Application" available on the Plant Materials Center Website.

- (2) First address for locations. For separate addresses, use separate pages. Attach additional page(s) as necessary.

Site 1				
Street Address	City	State	Zip Code	Own / Rent

FIELDS

Location ID*	GPS: Latitude Ex. 38° 9.919'N	GPS: Longitude Ex. 84° 49.276'W	Acres

GREENHOUSE / INDOOR GROWING

Location ID*	Type of Structure Ex. Field, Greenhouse, Barn, etc.	GPS: Latitude Ex. 38° 9.919'N	GPS: Longitude Ex. 84° 49.276'W	Area – Square Feet

STORAGE BUILDINGS

Location ID*	Type of Structure Ex. Field, Greenhouse, Barn, etc.	GPS: Latitude Ex. 38° 9.919'N	GPS: Longitude Ex. 84° 49.276'W	Area – Square Feet

*Location ID: A unique identifier or common name for each building, as designated by the applicant.

(3) Second address for locations. For separate addresses, use separate pages. Attach additional page(s) as necessary.

Site 2				
Street Address	City	State	Zip Code	Own / Rent

FIELDS

Location ID*	GPS: Latitude Ex. 38° 9.919'N	GPS: Longitude Ex. 84° 49.276'W	Acres

GREENHOUSE / INDOOR GROWING AREA

Location ID*	Type of Structure Ex. Field, Greenhouse, Barn, etc.	GPS: Latitude Ex. 38° 9.919'N	GPS: Longitude Ex. 84° 49.276'W	Area – Square Feet

STORAGE BUILDINGS

Location ID*	Type of Structure Ex. Field, Greenhouse, Barn, etc.	GPS: Latitude Ex. 38° 9.919'N	GPS: Longitude Ex. 84° 49.276'W	Area – Square Feet

*Location ID: A unique identifier or common name for each building, as designated by the applicant.

(4) If any of your grow areas are own or leased from another person, indicate whether you have authorization from the owner to grow industrial hemp on the property.

Yes No Not Applicable, if "YES" complete the table below.

Name of owner / landlord	Property Physical Address	Phone number of owner / landlord

Acknowledgments for Grower Registration

Please read each of the acknowledgments below and mark your understanding and acceptance of each statement by checking "Yes" or "No".

- 1) A person may not produce industrial hemp in the state unless the person has obtained an industrial hemp grower registration from the division to participate in the Alaska Industrial Hemp Pilot Program.
 Yes No

- 2) The three classes of industrial hemp registration are Grower Registration, Processor Registration and Hemp Retailer Registration. A person may hold a single registration or any combination of classes of registrations.
 Yes No

- 3) A person under the age of eighteen (18) years of age shall not apply for or hold a grower, processor, or retailer registration.
 Yes No

- 4) An industrial hemp grower registration is valid from the date it is issued until January 1st of the following year.
 Yes No

- 5) Each applicant shall pay a non-refundable application fee for registration in the amount established in 11 AAC 40.100 (a) Fee Schedule.
 Yes No

- 6) I acknowledge that the following fees may apply, in addition to the non-refundable application fee, if I am applying for a grower registration:
 - a) Grower Registration Fee. Due prior to issuance of Grower Registration
 - b) Pre-harvest Collection Fee. Allows the division or division's representative to collect samples from the harvest lot. Due at submission of *Hemp Harvest Inspection/Sampling Request* form or within 15 days of invoice by DOA.
 - c) Modification of Registration Fee. Defined as any change to the GPS coordinates at an existing address on the registrant's application, or for the addition of each GPS coordinate at an address not already on the registrant's application. Fee due at submission of Modification of Registration form.

- d) Testing fee for seed of wild, landrace, or unknown origin. Industrial hemp seeds or propagules shall not be grown without testing and written permission from the division. Fee due upon with 15 days of the division's receipt of the seed or propagules to be grown and tested.
- e) Transportation Permit. Authorizes industrial hemp or industrial hemp products to be transported from one registrant to another registrant or from one property of a registrant to another property of a registrant.

Yes No

- 7) Acknowledge that the division will deny an application for registration if the division finds the signatory is not authorized to sign the application or is ineligible to participate in the program under 11 AAC 40.030.

Yes No

- 8) An applicant wishing to appeal the division's denial of a registration application may appeal the denial in compliance with 11 AAC 40.830.

Yes No

- 9) Acknowledge that growers shall submit a Modification of Registration form, the appropriate fees based on the requested changes, and obtain prior written approval from the division before implementing any changes to the sites listed on the grower registration. Site changes shall be subject to a modification of registration surcharge in the amount established in 11 AAC 40.100.

Yes No

- 10) Agree that a registered hemp grower may not sell, give, distribute, transfer, or offer to sell, give, distribute, or transfer any raw industrial hemp until the requirements of 11 AAC 40.270 - 11 AAC 40.295 have been completed and the division has issued a written statement that the crop is eligible to be moved to market.

Yes No

- 11) Agree to abide by grower privileges and prohibited act as set forth in 11 AAC 40.205 as listed here:

- a) A registered grower is authorized to do the following:
 - i. Grow industrial hemp
 - ii. Store industrial hemp, hemp seed and propagules
 - iii. Receive compensation for raw industrial hemp from a registered processor or other registered grower; if the hemp has been sampled and tested by the division to prove the raw hemp contains less than 0.3 percent delta-9-THC
 - iv. Receive compensation for raw industrial hemp from persons who are not required to be registered by this chapter, including consumers in the state, if the

hemp will not be further processed and the lot of industrial hemp from which it is sourced has been sampled and tested by the division to prove the raw hemp contains less than 0.3 percent delta-9-THC.

- v. Provide sample of industrial hemp to the division or testing facility authorized by the division.
- vi. Recondition hemp, but only as described at 11 AAC 40.290(b).
- vii. Conduct in-house testing
- viii. Store industrial hemp at the location(s) identified in the application for registration
- ix. Transport industrial hemp in compliance with 11 AAC 40.710.

b) A registered grower may not:

- i. Purposefully grow any cannabis that is not industrial hemp unless the grower also holds a marijuana cultivation facility license issued under 3 AAC 306.
- ii. Grow industrial hemp in a structure used primarily for residential purposes
- iii. Store or handle leaf or floral materials from industrial hemp in any structure that is primarily used for residential purpose.
- iv. Process industrial hemp without a processor registration.
- v. Receive compensation for processed industrial hemp or industrial hemp products without an industrial hemp processor or retailer registration.

Yes No

12) A grower intending to acquire industrial hemp seed or propagules first shall determine whether the variety intended for purchase is on the division's list of accepted and prohibited varieties and follow the regulations set forth in 11 AAC 40.210.

Yes No

13) Acknowledge that seed varieties offered for sale or acquisition in quantities of one pound or more must comply with the provisions of 11 AAC 34. Seed varieties less than one pound are exempt from the provision of 11 AAC 34 but are sold or acquired at the purchaser's risk.

Yes No

14) Agree to not grow or replicate industrial hemp seed or propagules of wild, landrace or unknown origin without first being grown and tested by the division in accordance with Article 6, 11 AAC 40.630 (a) and receiving written permission from the division to further use the seeds or propagules.

Yes No

15) Acknowledge that registered growers importing industrial hemp propagules from outside the state and in compliance with 11 AAC 40.210 must ship the propagules to the division for inspection at the grower's expense.

Yes No

16) Agree that registered growers shall not grow any industrial hemp outside the authorized grow area identified by GPS coordinates and identified on the approved application. Any industrial hemp growing outside of the authorized grow area must be destroyed.

Yes No

17) Agree to abide by all land use restrictions for registered growers set forth in 11 AAC 40.240 as listed here:

- a) A registered grower shall keep isolation distances of 3,200 feet (1,000 meters) between two or more varieties of the plant cannabis for the purpose of keeping all seed pure.
- b) A registered grower shall keep planted hemp separated from other planted forms of cannabis by a barrier that plainly distinguishes hemp from another form of cannabis.
- c) Hemp shall not be grown in a grow area smaller than one quarter acre and no fewer than 200 plants shall be planted in a grow area, unless approved in writing by the division.
- d) Hemp shall not be grown on property owned or leased from a person who is ineligible to participate in the Alaska Industrial Hemp Pilot Program under 11 AAC 40.030 or whose registration has been suspended or revoked.
- e) Registered growers with lots of one (1) acre or less are required to post signage, no smaller than a total area of 144 square inches at the grow area. The signage shall include the following information:
 - i. The title, "Alaska Industrial Hemp Pilot Program
 - ii. The registration holder's registration number
 - iii. The division of agriculture contact information

Yes No

18) Agree to submit planting reports, post-harvest reports, and other reports required by the division on or before the deadlines established in regulations.

Yes No

19) A registered grower shall submit to the division a complete and current planting report for both outdoor and indoor plantings, within 20 days after seeding, direct sowing, or replanting of hemp seed and propagules.

Yes No

20) A registered grower shall submit a Hemp Harvest Inspection/Sampling Request to the division at least thirty (30) calendar days prior to the projected harvest date.

Yes No

21) If no planting has occurred before July 31st of the registered year, a registered grower shall rescind their registration or submit a planting report that designates the dates the registered grower intends to plant industrial hemp during the registered year.

Yes No

22) Acknowledge that permissible pesticides may only be applied to industrial hemp by an Alaska Department of Environmental Conservation certified pesticide applicator, who must comply with 18 AAC Chapter 90 and the products' approved label directions.

Yes No

23) A registered grower shall not harvest industrial hemp until the division or authorized representative of the division has:

- a) Collected and tested one or more samples from the harvest in compliance with 11 AAC 40.285 or 11 AAC 40.290(b), and is in compliance with 11 AAC 40.600 - 11 AAC 40.665, and provided a written statement that the crop is eligible to be moved to market; or
- b) Provided written permission to harvest the lot before sampling or testing; the harvest lot must be stored on the registered premises of the grower and may not be transferred to another person until the division completes post-harvest sampling and testing, and provided a written statement that the crop is eligible to be moved to market.

Yes No

24) Acknowledge the division or representative of the division collecting or transporting sample(s) from a harvest lot or random sampling area shall have the legal right to possess and retain the sample and to transport it to a laboratory for analysis.

Yes No

25) Agree to harvest the tested lot within 15 days of the division's sample collection date.

Yes No

26) All industrial hemp grown shall be tested by the division or an authorized testing facility for delta-9-THC and must test at or below 0.3 percent.

Yes No

27) Acknowledge that raw industrial hemp collected by the division or an authorized representative of the division for sampling will be tested for a quantitative determination of delta-9-THC by a method to be approved in writing by the division.

Yes No

28) Consent to forfeiture and destruction, without compensation, of:

- a) Pre- or post-harvest samples testing greater than 0.3 percent delta-9-THC, and the grower elects not to recondition the failing lot.
- b) Pre- or post-harvest samples testing in excess of 1.0 percent delta-9-THC levels.
- c) Plants located in an area that is not registered with the division.

Yes No

29) Acknowledge that a registrant shall store, manage, and dispose of any solid or liquid waste, including wastewater generated during industrial hemp production or processing, in compliance with applicable federal, state, and local statutes, ordinances, regulations, and other law and follow the regulations set forth in 11 AAC.40.665.

Yes No

30) Consent to entry onto, and inspection of, all premises where industrial hemp or industrial hemp products are produced, handled, or transported.

Yes No

31) Consent to inspect records, with three (3) days notice to the grower, documenting the sale or transfer of industrial hemp or industrial hemp products.

Yes No

32) Agree that anytime a transportation permit is required, and hemp is in transit, the operator of the vehicle transporting industrial hemp shall always have a copy of the grower registration and the transportation permit in the operator's immediate possession and shall be made available to the division, a representative of the division or peace officer upon demand.

Yes No

33) Agree that, upon request from the division, a representative of the division or peace officer, the grower shall immediately produce a copy of his or her grower registration for inspection.

Yes No

34) Acknowledge that the division shall submit a list of registrants and information about approved grow operations to the Marijuana Control Board and the Department of Public Safety on at least an annual basis and to any peace officer upon request.

Yes No

35) Acknowledge that the division will submit all notices of violation specific to industrial hemp or industrial hemp products in excess of 1.0 percent of delta-9-THC to the Marijuana Control Board and the Department of Public Safety.

Yes No

36) Acknowledge that the risk of financial or other loss shall be borne solely by the grower.

Yes No

Attachments

Check all attachments below prior to submitting the application. The division will make a determination as to the completeness of the application and will notify each applicant that the application is complete, or if any additional information or submittals are necessary to complete the application.

REQUIRED: A non-refundable new registration fee must be paid at time of submittal of the application.

REQUIRED: An annual Grower Registration fee must be paid at the time of submittal of the application.

REQUIRED: Maps, one per address – Fields, Greenhouse / Indoor Growing Area, Storage Locations.

I hereby verify and affirm that all the information contained in this application is true and accurate. I understand that if the Alaska Division of Agriculture later determines that any of this information to be inaccurate, the *Application for New Registration* and *Application for Grower Registration* may be **suspended or **revoked**.**

Signature of Applicant

Date

Printed Name

Title, if applicable