



Our mission at the Tennessee Department of Agriculture is to serve, support, and promote agriculture and forestry. The Hemp Section inspects, licenses, and samples from people who possess rooted hemp or cultivate cannabis for introduction into commerce. These practices protect the producer and the consumer by ensuring that hemp producers are licensed and compliant with the law. This information is guidance only and does not supplant rule or law. Please contact the Hemp Section at (615) 837-5070 or industrial.hemp@tn.gov with questions. We are here to partner with you in education, and we thank you for your efforts to produce compliant crops.

Hemp Producer Application Guide

Tenn. Comp. R. & Regs. 0080-10-01-.03(1)

A hemp producer license is required **per person, per location** for any person who possesses rooted hemp or who cultivates cannabis for introduction into commerce. The hemp producer license authorizes the producer to sell harvested hemp as an unprocessed commodity to wholesalers and distributors. If a hemp producer alters harvested hemp beyond its form as a farm commodity (e.g., by trimming, filtering, or packaging the crop for its component parts) or offers harvested hemp for retail sale, the producer **MUST** also have a hemp-derived cannabinoid (HDC) supplier license and HDC retail license, as appropriate, under Tenn. Comp. R. & Regs. 0080-10-02 and 0080-10-03.

Updated Application Process

The Tennessee Department of Agriculture (TDA) is pleased to announce that an updated Hemp Producer license application process is available to NEW hemp producers who plan to cultivate hemp or possess rooted hemp in Tennessee.

Applying through TDA's secure, online portal is streamlined, leading to efficiency for submission, review, and approval of hemp producer licenses.

- TDA's licensing cycle runs July 1-June 30 annually.
- Hemp producer licenses are issued **per physical address**. The physical address is the street number and name (address) for each property where rooted hemp is found. Applicants **MUST** use the address provided on the tax documentation for the property. If there is no address for a property, please contact your county's 911 addressing office to receive a street address.
- Each year, a completed license application, an outlined aerial map, and an FBI Identity History Summary **MUST** be submitted to TDA. In addition, if an applicant is **NOT** an individual or general partnership, the applicant **MUST** provide proof of registration in the state of incorporation for any applicant that is a formalized business entity **OR** a current business license **AND** federal Employer Identification Number (EIN) **MUST** be submitted.
- Information submitted may be subject to Tennessee's public records law, Tenn. Code Ann. § 10-7-501 et. seq.





Application Instructions

Please review the TDA hemp rules and regulations at www.tn.gov/agriculture/farms/hemp-industry/hemp/hemp-legalities.html.

- Visit TDA's website at www.tn.gov/agriculture/farms/hemp-industry.html to complete your hemp producer license application.
- Once your application is processed, you will receive an email at the email address provided on your application requesting your Grow Area information and the required documents for license approval. These documents **MUST** be uploaded in PDF format through TDA's secure online portal for review and approval:
 1. National criminal history report for the Key Participant(s) in the form of the Federal Bureau of Investigation's (FBI) Identity History Summary. The report **MUST** be dated within 60 days of license renewal submission.
 2. Proof of registration in the state of incorporation for any applicant that is a formalized business entity **OR** a current business license issued by a local governmental authority.
 3. Federal Employer Identification Number (EIN) documentation, if applicable.
- After your documents are approved, an invoice will be emailed to the **email address** provided on your hemp producer application.
- Submit license fees based upon the total acreage of growing areas within the corresponding physical address. **Fees will not be refunded.**

< 5 Acres	5-20 Acres	> 20 Acres	University
\$250	\$300	\$350	Waived

- After license fees are paid in full, your new TDA Hemp Producer License will be issued. Digital licenses are generally issued and **sent by email** within two business days. This license **MUST** be kept on file and posted conspicuously.
- TDA may deny any application that is not completed in accordance with regulatory requirements.

Growing Area Reminders

- One licensed physical address may have multiple growing areas. Global Positional System [GPS] coordinates for each location **MUST** be provided.
- **Growing area** is defined as a contiguous area in a field, greenhouse, or indoor growing structure containing the same variety or strain of cannabis throughout the area. **Hemp may NOT be grown outside these areas.**
- A designated growing area **MUST** be identified for each variety grown. You **cannot** grow more than one variety in each growing area.
- GPS coordinates **MUST** be provided for **each** growing area's central most point in decimal format – not degrees. (e.g., Longitude: 36.06400765631187; Latitude: -86.74729618524832).
- An aerial map of each growing area **MUST** be provided. Each area **MUST** be outlined and labeled with the corresponding growing area number that matches the submitted application.





- A growing area is indoors if it is fully enclosed **AND** temperature controlled.
- Outdoor growing area size **MUST** be provided in acres. Indoor growing area size **MUST** be provided in square footage. The combined size of each growing area is the total acreage of all growing areas at the physical address.

Additional Reminders

- All growers are subject to sampling and testing and all associated fees.
- USDA Farm Service Agency (FSA) farm number/tract number/field/subfield (lot) numbers are **REQUIRED**. Report to your local [USDA FSA office](#) within 30 days of crops being **planted** and provide this information to TDA's Hemp Section by emailing industrial.hemp@tn.gov or utilizing TDA's secure online portal.
 1. **Each** time you plant, USDA Farm Service Agency (FSA) **MUST** be contacted.
 2. Each variety **MUST** be sampled and tested for compliance of $\leq 0.3\%$ total THC in accordance with Department rules and USDA Final Rule.
 3. Each variety and crop of hemp that you grow **MUST** be reported to TDA by completing a Harvest Report at time of harvest. Please submit the report through TDA's secure online portal.
- All producers **MUST** report hemp crop acreage to USDA Farm Service Agency annually, including street location, GPS coordinates, acreage dedicated to production, and license number. Reports **MUST** be submitted by USDA's deadline. For information regarding the annual report deadline, consult your local [USDA FSA office](#).
- All changes **MUST** be reported to TDA within 30 days using the Change Report form on TDA's secure online portal.

Hemp Producer Application Checklist

- Review the TDA hemp rules and regulations at www.tn.gov/agriculture/farms/hemp-industry/hemp/hemp-legalities.html.
- Complete the Hemp Producer License Application located on TDA's website. **The application MUST be filled out completely, including applicant signature.**
- Gather and upload required documents and enter Grow Area information when prompted.
- Remit license fees when invoiced.
- Print and post your TDA hemp producer license conspicuously.

For more information, please contact:

Tennessee Department of Agriculture | Division of Consumer & Industry Services

Hemp Section

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