



STATE OF MAINE
DEPARTMENT OF AGRICULTURE, CONSERVATION & FORESTRY
DIVISION OF ANIMAL AND PLANT HEALTH
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To: Maine Hemp Growers

From: DACF Hemp Licensing Program (hemp@maine.gov; 207.287.7545)

Date: January 3, 2025

Re: FBI Criminal History Reports

Maine now has a USDA-approved hemp licensing program. The state plan can be found on the [USDA hemp website](#). The United States Department of Agriculture (USDA) requires that anyone who wishes to acquire a license to grow hemp must request a criminal background check (also called criminal history report) through the Federal Bureau of Investigation (FBI) and submit that report to their hemp licensing authority. A person with a state or federal felony conviction relating to a controlled substance may not grow hemp for 10 years from the date of the conviction. [An exemption applies to a person who has lawfully been producing hemp under section 7606 of Farm Bill 2014 before December 20, 2018, and whose conviction also occurred before that date.]

Thanks to growers' feedback, DACF's Hemp Program has become aware that this process does not always go smoothly. We have put together what we've learned so far in this guidance document:

1. Go to the Federal Bureau of Investigation (FBI) Identity History Summary Checks webpage <https://www.fbi.gov/services/cjis/identity-history-summary-checks>. Follow the steps. The report must go back 10 years, be dated within 60 days of applying for a license, and it must include criminal history from the states as well as the federal level. The fee is \$18.
2. Fingerprinting is a key step in the FBI process. Options for Maine hemp growers are limited:
 - a. You can go to Idemia sites that offer Print-n-Go service. The website to register for this service is [Physical Copies of Your Fingerprints | Identogo](#). A fee is accessed for the number of fingerprint cards needing to be printed out for the client. The current sites are located in Augusta, Waterville, Auburn and Bangor.
 - b. The other option is the USPS which there are several locations –

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BRUNSWICK	ME	USPS® - BRUNSWICK 30 PLEASANT ST BRUNSWICK, ME 04011 (207) 725-2542 LOT PARKING AVAILABLE
ROCKLAND	ME	USPS® - ROCKLAND MAIN OFFICE 21 LIMEROCK ST STE 9998 ROCKLAND, ME 04841 (207) 596-6461 STREET PARKING AVAILABLE
WINDHAM	ME	USPS® - WINDHAM 765 ROOSEVELT TRL STE 7 WINDHAM, ME 04062 (207) 892-4742 LOT PARKING AVAILABLE
PORTLAND	ME	USPS® - PORTLAND 125 FOREST AVE. PORTLAND, ME 04101 207-871-8437 LOT PARKING AVAILABLE
ELLSWORTH	ME	USPS® - ELLSWORTH 199 MAIN ST ELLSWORTH, ME 04605 (207) 667-5340 LOT PARKING AVAILABLE

- c. _____
- FBI has been sending results electronically to the applicant. Please forward the PDF to the hemp program.