



STATE OF MAINE
DEPARTMENT OF AGRICULTURE, CONSERVATION & FORESTRY
DIVISION OF ANIMAL AND PLANT HEALTH
28 STATE HOUSE STATION
AUGUSTA, MAINE 04333

JANET T. MILLS
GOVERNOR

AMANDA E. BEAL
COMMISSIONER

February 3, 2020

Dear Indoor Hemp Applicant,

Enclosed is an application for a license to grow hemp **indoors**. Copies of the hemp licensing law (7 MRS Chapter 406-A § 2231) and Departmental rules (Chapter 274) concerning growing hemp in Maine can be found on our website www.maine.gov/dacf/php/hemp

Please read the application carefully. Be sure to complete all sections and include any additional required information (maps, indoor grow dimensions, landowner affidavits) before returning the application with the appropriate fee.

Please keep in mind when completing the application that a Hemp License is non-transferrable, and the application fee is not refundable. The Hemp License covers the growing of hemp through harvest. We do not license processing activities or processed products. We expect most indoor hemp operations to have more than one crop per year. Each hemp crop that is grown during a license period must be sampled and tested for THC content. It is therefore very important that licensees stay on top of communications with program staff, making sure that we are informed when it is 25 days before an anticipated harvest.

Below is some information that you may find useful while filling out your application.

Explanation of Fees

Maine law requires that the Department cover the costs of operating the industrial hemp program by charging an application fee, license fee and a per square foot fee. These fees are as follows:

- \$100 application fee – this fee must be submitted with the application.
- \$500 license fee – this fee is due after approval of the application and must be submitted with the signed licensing agreement.
- \$0.25/square foot fee (vertical tiers are additive) – this fee is due after approval of the application and must be submitted with the signed licensing agreement.

Please note that license and application fees charged must cover all program costs. This includes travel cost for all inspections, all necessary analysis fees, and salaries for all hemp program personnel.

E. ANN GIBBS, DIRECTOR
DIVISION OF ANIMAL AND PLANT HEALTH
32 BLOSSOM LANE, DEERING BUILDING



PHONE: (207) 287-3891
FAX: (207) 287-5576
WWW.MAINE.GOV/DACF

Seeds, Seedlings and Clones

Documentation showing that the strains or varieties of seeds, seedlings and clones you planted meets the definition of hemp (0.3% or less THC content) is no longer required with your application. However, once you have been approved for a license, this documentation does need to be submitted within 14 days after planting. It is therefore important that you obtain documents identifying the supplier/breeder/propagator as well as THC test results for the mature parent material giving rise to the seeds or clones for all the hemp varieties that you planted. Keep these for your records.

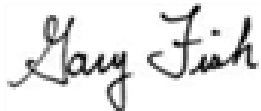
Deadlines and Duration of License

We no longer have an application deadline. If you wish to grow hemp, you should complete an application no later than 30 days before you intend to plant. Hemp licenses expire 365 days after their date of issuance and **do not** automatically renew. It can take up to 30 days to generate a license agreement once a license is accepted. To avoid delays in the review of your application, double check your forms and make sure all additional documents like maps are attached. Keep a copy of your application for your records. If you grow hemp again next year, you must complete a new license application.

For additional information about our hemp licensing program, be sure to read the FAQ section of our hemp web page.

If you have any questions, please contact me at 207-287-7545 or email gary.fish@maine.gov

Sincerely,

A handwritten signature in cursive script that reads "Gary Fish".

Gary Fish
State Horticulturist



Maine Department of Agriculture, Conservation and Forestry
 Division of Animal and Plant Health
 28 State House Station
 Augusta, Maine 04333
 207-287-3891
www.maine.gov/dacf/php/hemp



INDOOR Hemp License Application

Please Type or print clearly (incomplete or illegible forms will be returned). Maine law requires all growers of hemp obtain a license. (7MRS Chapter 406-A § 2231)

Licensee Information

Licensee Name: _____ Title (if applicable): _____

Company/Business Name (if applicable): _____

Legal status of business: sole proprietorship corporation trust/non-profit LLC cooperative
 legal partnership other _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Physical address of principal business location: _____

Phone(s): _____

Email: _____

Website: _____

Authorized Alternate Contact Information

List any additional persons authorized to receive correspondence either by mail, email or phone, and/or accept legal notices. Use an additional sheet if necessary. It is the licensee's responsibility to keep the list of authorized contacts current.

Name: _____ Phone: _____

Email: _____

Address: _____

City: _____ State: _____ Zip: _____

Title or Relationship to Applicant/Business: (e.g., manager, co-owner, family member...)

License History. List any previously held hemp license numbers and year of issuance, attach a separate sheet if necessary.

License Number: _____ Year Issued: _____ Was this license revoked or suspended? _____

License Number: _____ Year Issued: _____ Was this license revoked or suspended? _____

Continued on next page

Office Use Only

Date Received: _____ Check Amount: _____ Check Number: _____

Date Reviewed: _____ Reviewed By: _____

Approved: Yes No If No, Reason: _____

If Yes: Date License Agreement Sent: _____ License Number: _____

Indoor Grow Site Information. Please identify each indoor hemp production site using the format below. Attach additional pages as needed. Non-contiguous growing areas separated by more than 50 miles require a separate application and application fee. GPS coordinates for each facility must be provided in decimal degrees (include at least 5 decimal places). In addition, please attach maps to provide inspectors with the details they need to safely navigate to your grow sites. Floor plans must also be enclosed and tiers in a vertical grow must be added together for your square footage calculation. Your application will not be approved unless this information is provided. Maps and GPS coordinates can be found on websites such as www.google.com/maps.

Indoor Grow Site ____
Address
City
County
Latitude (decimal degrees)
Longitude (decimal degrees)
Total square footage of area used to grow plants
List anticipated markets for crop & harvest dates
Property Owner*

Indoor Grow Site ____
Address
City
County
Latitude (decimal degrees)
Longitude (decimal degrees)
Total square footage of area used to grow plants
List anticipated markets for crop & harvest dates
Property Owner*

Indoor Grow Site ____
Address
City
County
Latitude (decimal degrees)
Longitude (decimal degrees)
Total square footage of area used to grow plants
List anticipated markets for crop & harvest dates
Property Owner*

Application Fee and Affidavit. A non-refundable application fee of \$100 is due with this application. Make checks payable to **“Treasurer, State of Maine”**.

I declare that all the information provided on this application is true and correct. I understand that providing false, misleading or inaccurate information is grounds for license denial. I further understand that I am not licensed to grow hemp until the Department has approved my application and I have signed and returned a licensing agreement and paid the licensing fee of \$500 plus \$0.25/ square foot of indoor growing space.

Signature

Printed Name

Date

Make a copy of this application for your records.

***Statement of Property Ownership:** Are you (licensee applicant) the owner of all the above properties used to grow hemp? yes no
 If **No**, attach signed & dated statements from each property owner giving consent to use their property to grow hemp.