

Plant/Propagule Sale

Keep records of all transfers of live hemp plants to a licensed cultivator or out-of-state recipient including:

- the dates of transfer;
- the name, license number, and address of the licensed cultivator or other recipient; and
- the number of hemp plants transferred.

Shipment Records

A licensee shall maintain a record of shipments of hemp shipped from or received by the licensee. Such record shall, for each shipment of hemp, indicate:

- the date of shipment;
- identify the point of origin and destination;
- identify the name of the person sending and receiving the shipment; and
- include the vehicle identification number of the vehicle transporting the hemp.

Each shipment of hemp shall be entered on the record of shipments kept by the licensee by the close of the business day the shipment is shipped from or received by the licensee.

Disposal

Keep records of all voluntary disposals and submit the [Voluntary Destruction Report](#) to NDA prior to disposing of any hemp. Hemp disposal records due to noncompliance shall include:

- the date of disposal;
- the name, license number, and address of cultivator;
- the lot number for noncompliant hemp; and
- the method of disposal.