

2020 Hemp Handler Application
Plant Industry Division



Handler information

A hemp handling facility is defined as a facility receiving raw hemp material for processing into commodities, products or agricultural hemp seed. The Hemp Handler certificate applies to processors who will be processing using agricultural processing methods. Agricultural processing methods includes grinding, pressing, extraction, seed cleaning, etc.

Registrant name: _____
Business name: _____
Contact person: _____
Phone number: _____ Email address: _____
Mailing address: _____ Website: _____
Application status:
 New Renewal Modify

Social security # of applicant is required per NRS 557.210 section (a): _____

Legal status of registrant (check one)

Limited liability company (LLC) Corporation Individual/sole proprietor
 Limited partnership _____ Other: _____

Nevada Secretary of State business license number: _____

Is applicant also a licensed hemp grower? Yes Certificate #: _____
 No

Site details

County: _____ Coordinate information:
Address: _____ Latitude: _____
_____ Longitude: _____
_____ Parcel #: _____

Is facility a licensed "Marijuana Production Establishment" by the Nevada Department of Taxation? Yes License #: _____
 No

Site local jurisdiction approval

Site(s) must be approved by local jurisdiction/zoning authorities to ensure compliance involving: proper zoning, water-use, city/county ordinances and applicable building codes. Please provide contact information and documentation of site approval by local jurisdictional government. The applicant is responsible for ensuring the location is properly zoned for the intended use. If agriculturally zoned, provide verification of this zoning jurisdiction. If a registration process is required or documentation is provided by your jurisdictional authorities, this must be attached to the application. Failure to obtain appropriate jurisdictional approval, present at the time of application submission, will result in denial or revocation of certification.

Local jurisdiction: _____
Contact name: _____ Phone: _____

Documentation of appropriate zoning and jurisdictional approval has been submitted with this application. Applications without proof of jurisdictional approval will be denied. _____
Applicant initials

Have you provided documentation that the handling site is compliant with all county/city ordinance? Yes No _____
Applicant initials

If constructing a permanent infrastructure at the site, has appropriate permitting and local jurisdictional approval been provided? _____
 Yes No *Applicant initials*

Have you provided a copy of your Nevada business license? _____
 Yes No *Applicant initials*

If you are using combustible solvents, such as butane or ethanol, you must provide documentation of an approved fire inspection. _____
Have you provided an approved fire inspection with this application? Yes No *Applicant initials*

Product manufacturing explained

Below provide a detailed explanation of the intended processing of raw hemp. Include equipment and solvents intended to be used if applicable (attach additional pages, if needed). Do not include products or processes that do not involve the processing of raw hemp:

_____ I hereby declare that all the above information is accurate and my intentions shall not stray from
Initials intended purposes. If handling objectives prove to be unachievable I may alter objectives, with NDA approval, otherwise my certification status will be terminated and appropriate legal action may occur.

Would you like your contact information (Operation name, county, city, e-mail) listed on the Nevada Department of Agriculture’s website for potential buyers, industry stakeholders, etc.?

Yes No

Disclaimer: NO changes to this application may be made without NDA approval and a new application submitted.

Policy/procedure acknowledgement

I, _____, declare under penalty of perjury that the provided information is true and correct and that I am the owner or person with legal control of and authority to bind, the herein named applicant, and that I have read and understand all the conditions and obligations stated herein. I accept all liability associated with the handling of industrial hemp and will accept all responsibilities associated with that handling. I understand and agree:

_____ that a certificate cannot be transferred or assigned to another business, individual, or entity and that a
Initials certificate is valid from date of issuance until December 31 of the issued year.

_____ that all industrial hemp plant material shall be handled and processed within the allotted period of 1 year
Initials after certification has been issued. The Department must be notified if material, is still present after the 1-
year period has ended. I will submit a renewal application prior to the expiration of an active registration
if I intend on continually handling hemp.

_____ that each facility, with which hemp shall be handled, will be associated with a separate application.
Initials

_____ that no registered handler may handle *Cannabis ssp.* plants or parts thereof that the registrant knows or,
Initials has a reason to know, are of a variety that will produce a THC content greater than 0.3% on a dry weight
basis, unless otherwise approved to do so by the Nevada Department of Taxation Marijuana Program.

_____ to pay for all costs for the oversight of this program. Payment must be submitted within 30 days after
Initials invoicing.

_____ that THC concentrations for industrial hemp are declared to be under or equal to 0.3% on a dry weight
Initials basis.

_____ that any information provided to NDA can be utilized for public disclosure and be provided to law
Initials enforcement agencies without further notice to the registrant.

_____ that NDA explicitly authorizes the use of registered hemp for handling purposes, unless otherwise
Initials approved. Hemp intended for processing must have been grown by a Department of Agriculture certified
grower or seed producer and handler is responsible for maintaining appropriate documentation.

_____ that in the event of a theft or loss of usable hemp plant material, compounds derived from or commodities
Initials or products produced from hemp, local law enforcement and the Nevada Department of Agriculture must
be notified.

_____ that applicant is in good standing with state and federal programs and does not have any outstanding
Initials payments or any unresolved non-compliances.

_____ that the operation is responsible for ensuring applicable and appropriate safe handling measures are taken
Initials to protect public health.

Signature

Date

Fee and payment information

**The NDA will request payment for the appropriate amount calculated above once the application is reviewed and approved. Any payment submitted prior to NDA request will be returned.*

Industrial hemp handler application fee: **\$1,000.00 per facility**

In addition to the application fees:

- The applicant is responsible for inspection costs at \$50.00 per hour, per inspector for drive time, inspections and sampling.
- Mileage will be charged at the current IRS reimbursement rate.
- The NDA may charge a fee for any analysis conducted.
- Fees are based upon an approximation of the actual cost of performing tests.

Payment Submission

The NDA will request payment for the appropriate amount calculated above once the application is reviewed and approved. Any payment submitted prior to NDA request will be returned.

Mail checks or money orders to:
Nevada Department of Agriculture
Attn: Industrial Hemp Program
405 South 21st Street
Sparks, Nevada 89431

Credit card charges:
Pay via phone at: 775-353-3601
Indicate payment is for handling application

Make checks payable to **Nevada Department of Agriculture.**

Application instructions

- Please file a separate application per facility location. It is possible to file multiple applications under one comprehensive payment for all locations, if the applicant intends to manage multiple handling facilities.
- When submitting this application, please ensure all information provided is accurate and current. Modification of a submitted application will require a \$250.00 amendment fee.
- It is the responsibility of each approved handling facility to follow safety guidelines involved with each manufactured product. Please refer to Nevada Administrative Code chapter 557 for testing requirements.
- All regulations related to the manufacturing of products apply to handling facilities, especially those manufacturing products intended for human consumption.
- Registration as a handler expires on December 31 of each year and may be renewed upon submission of an applications for renewal.

In signing this document, the applicant agrees to abide by all laws governing hemp within the state of Nevada. Handling industrial hemp material should be done so in a manner that is consistent with Nevada Revised Statute, Chapter 557, Nevada Administrative Code, Chapter 557, and the 2014 Federal Farm Bill, Section 7606.

Signature

Date