



<input type="checkbox"/>	New
<input type="checkbox"/>	Renewal
	1 Year
	2 Year
<input type="checkbox"/>	Transfer

INDUSTRIAL HEMP PROGRAM APPLICATION

Dept. Use Only

Date Received: _____ Received by: _____ Date Accepted: _____ License No: _____
 Lawful Presence Initial: _____ Fingerprint Clearance Initial: _____ Business Licensed Initial: _____
 Check No: _____ Line No: _____ Amount Collected: _____

STEP 1: BEGIN THE APPLICATION PROCESS:

Please type or print clearly. Incomplete or illegible forms will be returned.

CHOOSE TYPE OF APPLICANT:

The "applicant" is either the name of the individual licensee (the sole proprietor), or the name of the business, that will be printed on your license.

Choose ONE option below and fill in the appropriate section: Choose Either (A) Business or (B) Sole Proprietor.

A) Applying as a business:

<input type="checkbox"/> Corporation	<input type="checkbox"/> S-Corp	<input type="checkbox"/> LLC	<input type="checkbox"/> Partnership	<input type="checkbox"/> Co-Op	<input type="checkbox"/> Registered	<input type="checkbox"/> Trade Name
Name of business:						

*This will be the name that appears on the license.

B) Applying as an Individual/Sole Proprietor:

In order to apply as a Sole Proprietorship, a Citizenship Immigration Verification Form must be completed by the Sole Proprietor. Sending in the application without a completed a Citizenship Immigration Verification form will delay processing until the form is received.

Sole Proprietorship Applicant(Individual's Name):

*This will be the name that appears on the license.

CHOOSE TYPE OF LICENSE(S) (Descriptions are found in A.A.C R3-4-1003)

<input type="checkbox"/> Grower	<input type="checkbox"/> Harvester	<input type="checkbox"/> Transporter	<input type="checkbox"/> Processor	<input type="checkbox"/> Nursery
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Application Information

Last Name:	First Name:	Tax ID or SSN:
Mailing Address:		
City:	State:	Zip Code:
Email:	Phone Number:	Alternate Phone Number:

Has the applicant ever been denied, debarred, suspended, revoked, or otherwise prohibited from participating in any public procurement or licensing activity. YES NO

If "YES", Explain:

Are you applying to establish an industrial hemp operation as a member of an Indian Tribe/Community or as a tenant on Indian Tribal/Community lands? YES NO (If "YES", the applicant will be contacted with further instructions.)

Are you applying as part of a non-profit research program? YES NO (If "YES", the applicant will be contacted with further instructions.)

If applying for Harvester and/or Transporter licenses in addition to a Grower license, will you be harvesting or transporting products for any other entities? YES NO NOT APPLICABLE (If "NO", the fee for Harvester and/or Transporter licenses will be waived)

STEP 2: POINT OF CONTACT

This will be the only person authorized to receive correspondence either by mail, email or phone from the Department.

Last Name:	First Name:	Title
Mailing Address:		
City:	State:	Zip Code:
Email:	Phone Number:	Preferred Method of Contact:



STEP 3: INFORMATION FOR PUBLIC POSTING

Complete the following information to be posted to the Department's website, (<https://agriculture.az.gov/plantsproduce/industrial-hemp-program>) once the applicant is issued a license.

Name:		Business Name (If Applicable):	
Business Address:			
City:	State:	Zip Code:	
Business Email:		Phone Number:	

STEP 4: PROGRAM ELIGIBILITY

Level 1 Finger Print Clearance

Card ID Number:

Lawful Presence

Arizona Revised Statute § 41-1080 requires that an individual applying for a license issued by the Department (i) for the purpose of operating a business in Arizona or (ii) to someone who provides a service to any person where the license is necessary in performing that service—must submit certain documentation that satisfactorily demonstrates that the applicant is lawfully present in the United States. If the documentation does not contain a photograph of the applicant, the applicant must also present a government issued document that contains a photograph.

Directions: All individual applicants for a license or certification covered by this statute must complete this form and provide evidence by submitting a copy (front and back) of one or more documents from the list on the following page declaring citizenship or lawful alien status with an application. If the documentation of lawful presence does not have a photograph, a government issued identification with photograph must be provided. If the Department has evidence of previously submitted proof of United States citizenship or a non-expired work authorization issued by the federal government, it is not necessary to provide this documentation again. Please DO NOT provide a copy of your Social Security card.

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APPLICANT INFORMATION

APPLICANT'S LEGAL NAME (Print or type)

EVIDENCE OF CITIZENSHIP, NATIONAL OR ALIEN STATUS

Evidence of Citizenship – Please check the box corresponding to the document you are providing. The following documents need only be supplied once as long you remain certified.

- A birth certificate showing birth in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time) (unless the applicant was born to foreign diplomats residing in such a jurisdiction);
- Form N-550 or N-570, United States Certificate of Naturalization
- Form DD-214 (Report of Separation Military Discharge Document) showing US Place of Birth
- United States Passport; or A foreign passport with a United States visa.
- Report of birth abroad of a U.S. citizen (FS-240) (issued by the Department of State to U.S. citizens); Certificate of Birth (FS-545) (issued by a Foreign Service post) or Certification of Report of Birth (DS1350); Statement provided by a U.S. consular official certifying that the individual is a U.S. citizen
- Form N-561, Certificate of Citizenship
- Form I-197, United States Citizen Identification Card
- Form I-873 (or prior versions), Northern Marianas Card
- Statement provided by a U.S. consular official certifying that the individual is a U.S. citizen (given to an individual born outside the United States who derives citizenship through a parent but does not have an FS-240, FS-545, or DS-1350)
- Form I-872 (or prior versions), American Indian Card with a classification code "KIC"; A tribal certificate of Indian blood; or A tribal or bureau of Indian affairs affidavit of birth.

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Evidence of Lawful Presence – please check the box corresponding to the document you are providing. The documents listed below must be submitted with every new certification application and certification renewal, no exceptions.

- Arizona Driver's License issued after 1996.
- A driver's license issued by a state that verifies lawful presence in the United States; which does not include Alaska, Hawaii, Iowa, Illinois, Michigan, Montana, North Carolina, Nebraska, New Mexico, Nevada, Oklahoma, Oregon, Rhode Island, Texas, Utah, Vermont, Washington, or Wisconsin; unless the driver's license is compliant with Federal Real ID requirements.
- Form I-551 (Alien Registration Receipt, Resident Alien, or Permanent Resident Card; aka Green Card)
- Form I-766 (Employment Authorization Document)
- Form I-94 (Arrival/Departure Record)
- Form I-688B (Employment Authorization Card)
- Unexpired temporary I-551 stamp in foreign passport or on Form I-94
- Order from an immigration judge showing deportation withheld
- Order of an immigration judge granting asylum
- Grant letter from the Asylum Office of the U.S. Citizenship and Immigration Service

DECLARATION

All applicants must complete this section.

I declare under penalty of perjury under the laws of the state of Arizona that the answers I have given are true and correct to the best of my knowledge and that the document(s) submitted demonstrating lawful presence are true.

Applicant's Signature

Today's Date



STEP 5: AUTHORIZED SIGNATURE

By signing this application, I certify, agree, understand and acknowledge the following:

1. The information in this entire application, including all subparts and attachments, is complete, current, correct, and not misleading.
2. Any misstatements or omissions (whether intentional or unintentional) on this application may constitute cause for denial of my application.
3. A photocopy of this application, including this attestation, the authorization and release of information form, and any or all attachments, has the same force and effect as the original.
4. While this application is being processed, I agree to update the information originally provided should there be any change in the information.
5. No action will be taken on this application until it is complete and all outstanding questions/ommissions regarding the application have been resolved.
6. The information provided by the applicant is considered public record and may be subject to a public records request for disclosure. If the applicant does not want personal phone numbers, email addresses, or street addresses disclosed, that personal information should not be used as business contact information.
7. I acknowledge that approval of an application is at the reasonable discretion of the department and that completing an application is no guarantee that a license will be approved.

Applicant's Signature

Today's Date



STEP 6: Licensing Agreement

The purpose of this Licensing Agreement is to acknowledge the responsibilities of the licensee holding an industrial hemp license as authorized by A.R.S. § 3-306 and A.A.C. R3-4-1003(E).

The applicant agrees to:

- Provide access, for authorized Department inspectors, at any time, to all hemp and hemp seed, planted or stored, and all records to determine compliance with this article and any state or federal law, rule or order regulating cannabis as an agricultural crop.
- Maintain all records, as stated in section A.A.C. Title 3, Chapter 4, Article 10, R3-4-1008.
- Pay all required fees indicated in A.A.C. Title 3, Chapter 4, Article 10, Table 1.
- Comply with all pesticide use restrictions.
- Comply with all seed laws of the state.
- Defend, indemnify, and hold harmless the Department from liability for the destruction of any crop or harvested plant in violation of this article. This indemnity shall not apply if the applicant is an agency, board, commission, or university of the State of Arizona.
- Be solely responsible for all financial or other losses.
- Be solely responsible for all land use restrictions, applicable city and county zoning, building, and fire codes and ordinances.
- Follow all regulatory, notification and reporting requirements of A.A.C. Title 3, Chapter 4, Article 10.

The applicant acknowledges:

- All information provided on the application, forms, maps and/or aerial photos have not altered since they were submitted to the Department.
- A license is valid during the calendar year it was issued. Licenses expire on December 31st.
- License renewal applications are due by December 15th.
- All license fees paid are non-refundable.

 Name

 Company

 Applicant's Signature

 Today's Date



STEP 7: APPLICATION FEES (A full list of program fees can be found in Table 1. of A.A.C R3-4-1005)

New Applications:

Initial License				
Type of License	Fee		Calculate Fees	
Grower	\$1,500.00	⇒		+
Nursery	\$1,000.00	⇒		+
Harvester	\$150.00	⇒		+
Transporter	\$150.00	⇒		+
Processor	\$3,000.00	⇒		+
Total Amount Due				

Renewal Applications:

Licenses are not automatically renewed. Applicants must submit a renewal application for either a one year or two year license along with license fees which are in the table below. Any additional licenses, required during a period in which a valid license is already issued, will automatically expire with existing licenses. For example, if you select a two year renewal for existing license(s) any additional license acquired will receive the same expiration date.

Renewal License				
Type of Renewal	Type of License	Fee		Calculate Fees
1 Year	Grower	\$1,500.00	⇒	+
	Nursery	\$1,000.00	⇒	+
	Harvester	\$150.00	⇒	+
	Transporter	\$150.00	⇒	+
	Processor	\$3,000.00	⇒	+
2 Year	Grower	\$3,000.00	⇒	+
	Nursery	\$2,000.00	⇒	+
	Harvester	\$300.00	⇒	+
	Transporter	\$300.00	⇒	+
	Processor	\$6,000.00	⇒	+
Total Amount Due				

All application fees are due with the applications in the form of check or money order. All checks or money orders must be payable to the **Arizona Department of Agriculture**.

Please note that once an application is approved and license is issued, application fees are non-refundable. If you have any questions or concerns please call (602) 542-0955 or send an email to azhemp@azda.gov.