



STATE OF FLORIDA HEMP PROGRAM

2020 Applicant Checklist

Thank you for your interest in the Florida State Hemp Program! The Florida Department of Agriculture and Consumer Services (FDACS) has developed a user-friendly online application and encourages you to apply for a license by visiting www.FDACS.gov/hemp.

The steps recommended below will help you quickly and correctly apply for a license.

Throughout the cultivation process, timely communication is crucial to maintain compliance with state and federal hemp cultivation laws. Please ensure your contact information is accurate and up to date. If you have any questions please contact the Division of Plant Industry (DPI) helpline at 888-397-1517 or by email at DPIHemp@FDACS.gov.

Applying for a License:

- ☐ **Know the rules.** Licensed cultivators have certain ongoing responsibilities, like reporting crop harvests, maintaining environmental containment, and submitting samples for THC testing. Know the rules and make sure you will be able to comply with them once you get your license. The Hemp Cultivation rule can be found here: [\(5B-57.014\)](#).
- ☐ **Put together a plan.** It's never too early to start thinking about where you'll get your seeds or cultivars, who you will sell your crop to, and what kind of operation you want to have. For example, are you going to grow hemp for oil, fiber, or hemp nursery plants? If you're interested in selling hemp nursery plants, you will need to register as a nursery, as well. You can do this by contacting DPI at 888-397-1517.
- ☐ **Submit fingerprints.** Submit a full set of fingerprints to a [Livescan](#) service provider evaluated by the Florida Department of Law Enforcement for the Responsible person and any Control person(s).
- ☐ **Create an account.** You can submit your Hemp Cultivation Application through our online portal located at www.FDACS.gov/hemp. A valid email address will be required to validate the user profile.
- ☐ **Prepare an environmental containment plan.** As part of the application process, you will need to submit an environmental containment plan for each cultivation location. For your convenience, a sample environmental containment plan has been prepared and can be found at www.FDACS.gov/hemp.
- ☐ **Submit your application.** Make sure the application is complete and that all the information included is accurate and correct to avoid processing delays. Applicants may obtain property classification and property tax parcel number information from the Florida Department of Revenue [website](#).
- ☐ **Save your confirmation email.** Once you have successfully submitted your application, you will receive a confirmation email from DPI.
- ☐ **Look for communications from FDACS.** Once you submit, our team will start reviewing the application. If the application is complete and no further information is needed, you will receive an email with your License to Cultivate Hemp. We will notify you if any additional information is needed or if there are any issues with the application.
- ☐ **Save your application.** Throughout the cultivation process, you may need to present your license or license number to seed dealers, nurseries, and government officials.
- ☐ **Know the rules.** You're a licensed Hemp grower in the State of Florida. With that license comes certain ongoing responsibilities, like posting signage, reporting your anticipate harvest dates, and submitting samples for THC testing. Make sure you know and continue to comply with those requirements.

