



# Licensed Cannabis Business Additional Inventory Request Report

915 KAR 1:020, Section 4(4) states “[f]ollowing acquisition of its start-up inventory, a cultivator or producer may submit a written request to the cabinet by electronic mail to [kymedcanreporting@ky.gov](mailto:kymedcanreporting@ky.gov) requesting that the cabinet open a window in the state's designated seed to sale tracking system for the cultivator or producer to enter new medicinal cannabis seeds, seedlings, tissue cultures, clones, or plants into the system. This written request shall: (a) State the proposed date to bring new inventory into the facility; and (b) Provide the number and strain of all new medicinal cannabis seeds, seedlings, tissue cultures, clones, and plants that the cultivator or producer requests to bring into the facility.”

**Instructions:** Prior to bringing in your additional inventory of medical cannabis seeds, seedlings, tissue cultures, clones, and plants into your licensed facility, you must fully and accurately complete this form and submit it via email to [kymedcanreporting@ky.gov](mailto:kymedcanreporting@ky.gov). Once the Office of Medical Cannabis (OMC) has reviewed and approved your request, you will have 7 calendar days from receipt of the OMC's approval to bring the identified additional inventory into your facility and enter it into the state's designated seed to sale tracking system. Following complete entry of the additional inventory into the designated system, you must notify the OMC via email to [kymedcanreporting@ky.gov](mailto:kymedcanreporting@ky.gov) that all additional inventory has been fully and accurately entered into the system and confirm the number and strain of medicinal cannabis seeds, seedlings, tissue cultures, clones, and plants brought into the facility.

Date:	Licensee Name and License #:	Licensee Location:
Name and badge number of Employee Reporting:	Email and Phone Number:	Expected Date of Delivery:
Employee Signature:		

<u>Inventory Type</u>	<u>Quantity</u>	<u>Strain</u>



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