

Step By Step Instruction Guide for  
Completing the Hemp Grower  
License Application. Notes for  
instruction/direction are included  
in the following pages in red.

## Log in

Please [register](#) and log in.

Users are encouraged to use an updated web browser (Edge, Chrome, Safari, Firefox, etc.) when accessing this site to ensure support for legacy and modern websites and apps.

Email \*

Password

The Password field is required.

Remember me? \*

Log in

[Register as a new user](#)

[Forgot your password?](#)

Please contact the [Georgia Department of Agriculture](#) with any questions.

This is the landing page for the new hemp licensing software. For new applicants, click “Register as a new user” on the home page. For renewals, click “Forgot your password?” since we have already set an account up for you.

# Register

**Name \*** ←

**Email \*** ←

**Office Phone \*** ←

**Mobile Phone**

**Address \*** ←

Statl ▾

Zip

**Register**

The items with a red asterisk (indicated by a red arrow) are required. Click on the “Register” button after providing the information. An email will be sent to you to complete the registration process.

[Login page](#)

Please contact the [Georgia Department of Agriculture](#) with any questions.

## Notifications

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Welcome to the GDA Hemp Program application system.

Click [Apply](#) to begin a new application.

Please contact the [Georgia Department of Agriculture](#) with any questions.

After you login, the licensing home page will appear as seen here. To begin a new application, click on either of the Apply links highlighted in the red circles to begin the application.

Welcome to the GDA Hemp Program application system.

Click [Apply](#) to begin a new application.

Please contact the [Georgia Department of Agriculture](#) with any questions.

## Notifications



[License Renewal Due: 13\\_2012](#)

If you are renewing a license, your home-page will have a notification in the top right of the screen highlighted by the red box. Click on the “License Renewal Due” link to access the renewal application. Once in the renewal application, please review all the tabs and associated information prior to submitting the renewal. You can make changes to the renewal application such as adding/removing key participants, adding/removing grow sites, adding/removing storage sites, etc. to the application if needed. Be sure to review all attachments included in the renewal application. If an attachment is outdated or incorrect, please remove it and upload the proper attachment. You can use the rest of this application guide to assist you.

# New Application

Application **History**

**Applicant Information** License Type Key Participants Directory Sites Attachments Affirmations Submit

Actions

**Save Draft**

[License Type >](#)

**Applicant Type \***

**Company**

**Existing License or Application**

**Company Name \***

**Company Full Legal Name \***

**Legal Mailing Address \***

**Telephone \***

**Email \***

Company Physical Address is same as mailing address

**Address \***

**Application Number**  
 Draft

**Status**  
 Draft

**EIN \***

**Primary Business Contact Name \***

You can use the tabs highlighted in the red box at the top of the application to open various pages of the application. You can also save the application at any point by clicking on the Save Draft tab highlighted by the red box at the top right of the screen.

# New Application

Application **History**

Applicant Information License Type Key Participants Directory Sites Attachments Affirmations Submit

Actions

Save Draft

License Type >

**Applicant Type \***

Company ▾

Company

Individual

-- Select -- ▾

**Application Number**

Draft

**Status**

Draft

**EIN \***

**Primary Business Contact Name \***

**Existing License or Application**

**Company Name \***

**Company Full Legal Name \***

**Legal Mailing Address \***

**Telephone \***

**Email \***

Company Physical Address is same as mailing address

**Address \***

License Type >

The first step on the application page is to select if you are applying as a company or an individual. The information the you fill out on this page will be based on the type of applicant you select.

# New Application

Application **History**

Applicant Information License Type Key Participants Directory Sites Products Attachments Affirmations Submit

Actions

Save Draft

License Type >

License Type >

**Applicant Type \***  
Individual ▾

**Application Number**

Draft

**Status**

Draft

**Existing License or Application**

**Applicant Full Legal Name \***

John Smith Doe

**Legal Mailing Address \***

1111 Test Address

#123

Griffin

GA ▾

30223

**Telephone \***

111-222-3333

**Email \***

jarrington@agr.state.ga.us

As you can see in the box highlighted red, Individual is selected as the applicant type.



License Type >

**Applicant Type \***  
Company

**Company**  
(Apply on behalf of a new company)

Existing License or Application

**Company Name \***

**Company Full Legal Name \***

**Legal Mailing Address \***  
1234 Main St

#123  
City

State Zip

**Telephone \***  
xxx-xxx-xxxx

**Email \***

Company Physical Address is same as mailing address

**Address \***  
1234 Main St

#123  
City

State Zip

License Type >

Application Number

Draft

Status

Draft

EIN \*

Primary Business Contact Name \*

First Last

As you can see in the box highlighted red, Company has been selected as the application type. After selecting company in this field, some additional boxes will appear that will capture information regarding the company such as Legal Mailing Address, Physical Address, EIN number, and Primary Business Contact Name.

License Type >

Applicant Type \*  
Company

Application Number  
Draft

Company  
(Apply on behalf of a new company)

Status  
Draft

Existing License or Application

Company Name \*  
Hemp Test, LLC

EIN \*  
11-22222  
Primary Business Contact Name \*  
Jane Doe

Company Full Legal Name \*  
Hemp Test, LLC

Legal Mailing Address \*  
1111 Test Address

#123

Griffin

GA

30223

Telephone \*  
1112223333

Email \*  
jarrington@agr.state.ga.us

Company Physical Address is same as mailing address

Address \*  
1111 Test Address

#123

Griffin

GA

30223

License Type >

If applying as a company, you will be required to enter the Company EIN number and a Primary Business Contact Name

# License Application: A00185 Grower

Application History

Applicant Information License Type Key Participants Directory Sites Attachments Affirmations Submit

Applicant Type \*  
Company

Company  
Hemp Test, LLC

Existing License or Application

Company Name \*  
Hemp Test, LLC

Company Full Legal Name \*  
Hemp Test, LLC

Legal Mailing Address \*  
1111 Test Address  
#123  
Griffin GA 30223

Telephone \*  
1112223333

Email \*  
jarrington@agr.state.ga.us

Company Physical Address is same as mailing address

Address \*  
1111 Test Address  
#123  
Griffin GA 30223

Application Number  
A00185

Status  
Draft

EIN \*  
11-22222

Primary Business Contact Name \*  
Jane Doe

License Type >

License Type >

Actions

Save Draft

Once you have completed the Application Information, click on either of the License Type links in the upper or lower right-hand side of the screen highlighted here by the two red boxes to proceed to the next section

## New Application

Application History

Applicant Information License Type Key Participants Directory Sites Products Attachments Affirmations Submit

< Applicant Info Key Participants > Actions

Save Draft

<b>Applicant</b> Hemp Test, LLC	<b>Application Number</b> A00185
	<b>Status</b> Draft

Please select the license type for which you are applying.

**Grower**

Anyone who intends to grow hemp in the State of Georgia must successfully complete the full application process with the GDA and be issued a Hemp Grower License prior to receiving, producing, cultivating, handling, or storing hemp plants or seeds.

Check All That Apply for Grower

- I intend to process the hemp that I grow. (requires a Hemp Processor Permit).
- I intend to enter into an agreement with an approved Georgia Permittee to process the hemp that I grow.
- I intend to sell to an out-of-state processor, permitted in a state with an approved USDA hemp plan, to process the hemp that I grow.
- I intend to sell to another grower, licensed in a state with an approved USDA hemp plan, in-state or out-of-state.

*A Hemp Grower License does not allow the Licensee to process hemp. A Hemp Processor Permit is required for the processing of hemp plants. Licensed Hemp Growers who intend to process hemp must apply separately for a Hemp Processor Permit.*

*As a reminder, "hemp" means the plant species Cannabis sativa L. and any part of that plant, including the seeds thereof and all derivatives, extracts, cannabinoids, isomers, acids, salts, and salts of isomers, whether growing or not, with a total THC concentration of not more than 0.3 percent. The Hemp Grower License does not give you the ability to grow or handle cannabis materials with a total THC concentration greater than 0.3 percent.*

**Processor**

Anyone who intends to process hemp in the State of Georgia must successfully complete the full application process with the GDA and be issued a Hemp Processing Permit prior to taking possession of or processing hemp.

Check All That Apply for Processor

- I intend to receive and process hemp from a Georgia licensed hemp grower.
- I intend to receive and process hemp from an out-of-state grower who is authorized to produce hemp under a State or Tribal hemp plan approved by the USDA, under a hemp license issued by USDA, or under 7 U.S.C. 5940.
- I intend to become a Georgia licensed hemp grower and process the hemp that I grow.

*A Hemp Processor Permit does not allow the Permittee to cultivate, farm, or produce living clones of hemp. A Hemp Grower License is required for the cultivation or production of hemp plants. Processors who intend to grow hemp must apply separately for a Hemp Growers License.*

*A Hemp Processor Permit only gives you the ability to process and handle hemp. As a reminder, "hemp" means the plant species Cannabis sativa L. and any part of that plant, including the seeds thereof and all derivatives, extracts, cannabinoids, isomers, acids, salts, and salts of isomers, whether growing or not, with a total THC concentration of not more than 0.3 percent. The Hemp Processor Permit does not give you the ability to process or handle materials with a total THC concentration greater than 0.3 percent. GDA will only issue Hemp Processor Permits for processing facilities. GDA will not issue permits to applicants who only intend to operate retail outlets.*

< Applicant Info Key Participants >

# License Application: A00185 Grower

Application History

Applicant Information License Type **Key Participants** Directory Sites Products Attachments Affirmations Submit

Actions

Save Draft

< License Type

Directory >

**Applicant**

Hemp Test, LLC

**Application Number**

A00185

**Status**

Draft

Background checks are required for each owner, key participant, and person holding a beneficial interest in the Hemp Grower License or a Hemp Processor Permit. Key participants include a partner in partnership, or a person with executive managerial control in a corporation (e.g. CEO, COO, CFO, etc.). Background checks must be received and reviewed by GDA prior to issuance of a Hemp Grower License or a Hemp Processor Permit.

Once the GDA has notified you that your application qualifies you for a Hemp Grower License or a Hemp Processor permit, you must complete fingerprinting and background checks for all persons holding a beneficial interest in the permit (individual applicant, owner and key participants of a business). Instructions for completing the background checks are available on the GDA website at [www.agr.georgia.gov/georgia-hemp-program.aspx](http://www.agr.georgia.gov/georgia-hemp-program.aspx)

**Key Participants**

Show 10 entries

Name	Job Title	Email Address	Phone	Actions
No data available in table				

Showing 0 to 0 of 0 entries

Previous Next

[+ Add Key Participant](#)

To add a key participant, click on the “+Add Key Participant” link. At least one key participant must be listed. When finished, click on the link for “Directory”.

On this screen, you will enter the key participants associated with the license.  
  
A key participant is a sole proprietor, a partner in a partnership, or a person with executive managerial control in a corporation such as a president, CEO, CFO, etc. This term does not include nonexecutive managers, such as farm, field, or shift managers.

< License Type

Directory >

# License Application: A00185

## Grower

Application History

Applicant Information License Type **Key Participants** Directory Sites Products Attachments Affirmations Submit

Actions  
Save Draft

< License Type Directory >

<b>Applicant</b> Hemp Test, LLC	<b>Application Number</b> A00185
	<b>Status</b> Draft

Background checks are required for each owner, key participant, and person holding a beneficial interest in the Hemp Grower License or a Hemp Processor Permit. Key participants include a partner in partnership, or a person with executive managerial control in a corporation (e.g. CEO, COO, CFO, etc.). Background checks must be received and reviewed by GDA prior to issuance of a Hemp Grower License or a Hemp Processor Permit.

Once the GDA has notified you that your application qualifies you for a Hemp Grower License or a Hemp Processor permit, you must complete fingerprinting and background checks for all persons holding a beneficial interest in the permit (individual applicant, owner and key participants of a business). Instructions for completing the background checks are available on the GDA website at [www.agr.georgia.gov/georgia-hemp-program.aspx](http://www.agr.georgia.gov/georgia-hemp-program.aspx)

**Key Participant**

**Key Participant \***

**Job Title \***

**Email Address \***

**Telephone \***

Save Cancel

After clicking on the + Key Participants link, the box to the left will appear. Fill out this box for each key participant and click on the Save button. If you have multiple key participants, you will have to click on + Add Key Participant for each one and fill out the appropriate information.

# License Application: A00185 Grower

Application History

Applicant Information License Type **Key Participants** Directory Sites Products Attachments Affirmations Submit

Actions

Save Draft

< License Type [Directory >](#)

**Applicant**  
Hemp Test, LLC

**Application Number**  
A00185

**Status**  
Draft

Background checks are required for each owner, key participant, and person holding a beneficial interest in the Hemp Grower License or a Hemp Processor Permit. Key participants include a partner in partnership, or a person with executive managerial control in a corporation (e.g. CEO, COO, CFO, etc.). Background checks must be received and reviewed by GDA prior to issuance of a Hemp Grower License or a Hemp Processor Permit.

Once the GDA has notified you that your application qualifies you for a Hemp Grower License or a Hemp Processor permit, you must complete fingerprinting and background checks for all persons holding a beneficial interest in the permit (individual applicant, owner and key participants of a business). Instructions for completing the background checks are available on the GDA website at [www.agr.georgia.gov/georgia-hemp-program.aspx](http://www.agr.georgia.gov/georgia-hemp-program.aspx)

**Key Participants**

Show 10 entries

Name	Job Title	Email Address	Phone	Actions
John Doe	CEO	test@gmail.com	111-222-3333	<a href="#">View/Edit</a> <a href="#">Delete</a>

Showing 1 to 1 of 1 entries

[Previous](#) **1** [Next](#)

[+ Add Key Participant](#)

< License Type [Directory >](#)

Once you have entered and saved the key participant, a green bar at the top of the screen will be visible and the system will take you back to the Key Participants Screen where you can enter additional key participants. Once finished uploading Key Participants, click either of the Directory Links highlighted by the red circle on the right-hand side of the page.

# License Application: A00185 Grower

Application History

Applicant Information License Type Key Participants **Directory** Sites Products Attachments Affirmations Submit

< Key Participants

Applicant  
Hemp Test, LLC

Application Number  
A00185

Status  
Draft

Please read the following two (2) options carefully:

A licensed business or person's contact information will be posted to a Georgia Department of Agriculture public website unless you indicate that you do not want to be included on such a site.

If you agree to have your contact information posted to a Georgia Department of Agriculture public website as a licensed grower or permitted processor of agricultural hemp, please select the NOT CONFIDENTIAL option below.

OPTION 1 NOT CONFIDENTIAL

I wish that the following contact information be posted by the Georgia Department of Agriculture public website to notify others that I am a seller of agricultural hemp seed, a licensed grower of hemp or a licensed processor of hemp.

Directory Contact Information

Use the same contact information entered on the "Applicant Info" page

Directory Mailing Address

1111 Test Address

City \* Griffin State \* GA Zip \* 30223

Directory Telephone 1112223333

Directory Email jarrington@agr.state.ga.us

If you DO NOT agree to have your contact information posted on the Georgia Department of Agriculture public website as a licensed business or person or a processor of agricultural hemp seed, please select the option below to indicate your agreement. NOTE - Your information may still be subject to disclosure via the Georgia Open Records Act.

OPTION 2 CONFIDENTIAL

Actions

Save Draft

Sites >

On this screen, you have the option of choosing to be included in a Georgia Department of Agriculture directory that may be published on our website. If you would like for your license contact information to be shared on the Georgia Department of Agriculture website, select Option 1 Not Confidential and complete the appropriate boxes or if you would prefer your information remain confidential, select Option 2 Confidential. Once finished, click on the Sites link at the top or bottom on the right-hand side of the screen highlighted here by the red circle to continue.

Please contact the Georgia Department of Agriculture with any questions.



# License Application: A00185 Grower

Application History

Applicant Information License Type Key Participants Directory Sites Attachments Affirmations Submit

Actions

Save Draft

< Directory Products >

**Applicant**  
Hemp Test, LLC

**Application Number**  
A00185

**Status**  
Draft

Georgia Hemp Grower License applicants must provide information on each grow site and storage site property (if you intend to store/handle/dry hemp\*). Each individual property must be reported separately below. See the below description for requirements for each property site type

\* The term "Handle" is defined in part as "to possess or store hemp plants for any period of time on premises owned, operated, or controlled by a person licensed to cultivate or process hemp" (40-32-1-.02). Handling includes drying hemp plants after harvest. Hemp Growers only have two options for drying hemp, 1) dry hemp onsite or 2) the processor dries the plants.

**Grow Site Property:** Georgia Hemp Grower License applicants must provide a legal description, whether it is a field or a covered growing facility, along with copies of relevant easements or licenses as proof of legal authority to cultivate hemp on the site. Latitude and Longitude must be provided along with an aerial map or photograph (satellite imagery) that clearly shows the boundaries and dimensions of each grow site (field or covered growing facility).

**Storage Site Property:** Georgia Hemp Grower License applicants must provide a legal description for each storage site property along with copies of relevant easements or licenses as proof of legal authority to cultivate hemp on the site. Latitude and Longitude must be provided along with an aerial map or photograph (satellite imagery) that clearly shows the boundaries and dimensions of each storage site.

It is also your responsibility to report your crop to your local USDA Farm Services Agency. Your hemp crop must be reported after planting and before July 15 of each growing year. [USDA Service Center Locator](#)

As the licensee, we recommend you contact your Georgia county extension offices and county Sheriff's offices to report you are licensed and report all growing, drying, and processing sites. If you do not know your local sheriff, we suggest a web search on your county name and the word "sheriff" to locate your county office. For example: "Fulton County, Sheriff".

Hemp must not be cultivated, handled, harvested, or stored in any location that is not listed in the Hemp Grower License Application.

- Hemp must not be cultivated, handled, harvested, or stored in any location that is not listed in the Hemp Grower License Application.
- Hemp must not be cultivated, handled, harvested, or stored in any building or structure used for residential purposes.
- Any Licensee who cultivates more acres or square footage than that which is listed below will be deemed to have violated their Hemp Grower License and will be subject to enforcement under the Georgia Hemp Farming Act and these Rules.

Once on the sites page, please read over the information provided and check the attestation boxes highlighted by the red box. To add a grow site, click on the + Add Site link highlighted by the red circle below.

### Sites

Show 10 entries

Site Name	Site Activity	Size	Lat/Long	Variety	Status	Actions
No data available in table						

Showing 0 to 0 of 0 entries

Previous Next

+ Add Site

Georgia Hemp Grower License applicants must provide information on each grow site and storage site property (if you intend to store/handle/dry hemp). Each individual property must be reported separately below. See the description for requirements for each property site type.

\* The term "handle" is defined in part as "to possess or store hemp plants for any period of time in processing, drying, or controlled by a person licensed to cultivate or process hemp" (40-32-1-.02). Handling includes drying hemp plants after harvest. Hemp Growers only have two options for drying hemp, 1) dry hemp onsite or 2) dry hemp offsite at the plants.

**Grow Site Property:** Georgia Hemp Grower License applicants must provide a legal description, whether it is a field or a covered growing facility, along with copies of relevant easements or licenses as proof of legal authority to cultivate hemp on the site. Latitude and Longitude must be provided along with an aerial map or photograph (satellite imagery) that clearly shows the boundaries and dimensions of each grow site (field or covered growing facility).

**Storage Site Property:** Georgia Hemp Grower License applicants must provide a legal description for each storage site property along with copies of relevant easements or licenses as proof of legal authority to cultivate hemp on the site. Latitude and Longitude must be provided along with an aerial map or photograph (satellite imagery) that clearly shows the boundaries and dimensions of each storage site.

It is also your responsibility to report your crop to your local USDA Farm Services Agency. Your hemp crop must be reported after planting and before July 15 of each growing year. [USDA Service Center Locator](#)

As the licensee, we recommend you contact your Georgia county extension offices and county Sheriff's offices to report you are licensed and report all growing, drying, and processing sites. If you do not know your local sheriff, we suggest a web search on your county name and the word "sheriff" to locate your county office. For example: "Fulton County, Sheriff".

Hemp must not be cultivated, handled, harvested, or stored in any location that is not listed in the Hemp Grower License Application.

Press **F11** to exit full screen

After clicking the "+ Add Sites" link, the box to the left will appear that must be completed for the grow site.

Site

Site Purpose \*  
-- Select --

Site Activity  
-- Select --

Site Name \*  
Site Name

Is Property Owned \*  
 Own  
 Lease

Legal Description \*  
-- Select --  
[Example Legal Description](#)

Latitude \*  
Latitude

Longitude \*  
Longitude

Manually enter coordinates or use the map below to select your site location. Coordinates should be entered in decimal degrees with 8 decimal places (ex 34.000000, -84.000000). If using the map make sure to zoom in and pan to the correct location for best results.

Edit Map

Map Satellite

Site Address

Street \*  
Street

City \*  
City

State \*  
-

Zip \*  
Zip

County \*  
-- Select --

[Create Annotated Aerial Image](#)

Growers are required to submit an aerial map or photograph (satellite imagery) that clearly shows the boundaries and dimensions of each grow site (field or greenhouse). This must be uploaded on the Attachment page. The link above is being provided to Georgia Hemp Grower and Processor applicants to assist in creating an aerial image with boundaries of a field, covered growing facility, storage, or processing site(s). Use of this tool is optional, however an aerial map or photograph (satellite imagery) is still required.

Size \*  
Size

Sheriff.  
Hemp must not be cultivated, handled, harvested, or stored in any location that is not listed in the Hemp Grower License Application.

Site

Site Purpose \*  
-- Select --  
-- Select --  
Grow  
Store/Handle/Dry

Site Activity  
-- Select --

Site Name \*  
Site Name

Legal Description \*  
-- Select --  
Example Legal Description

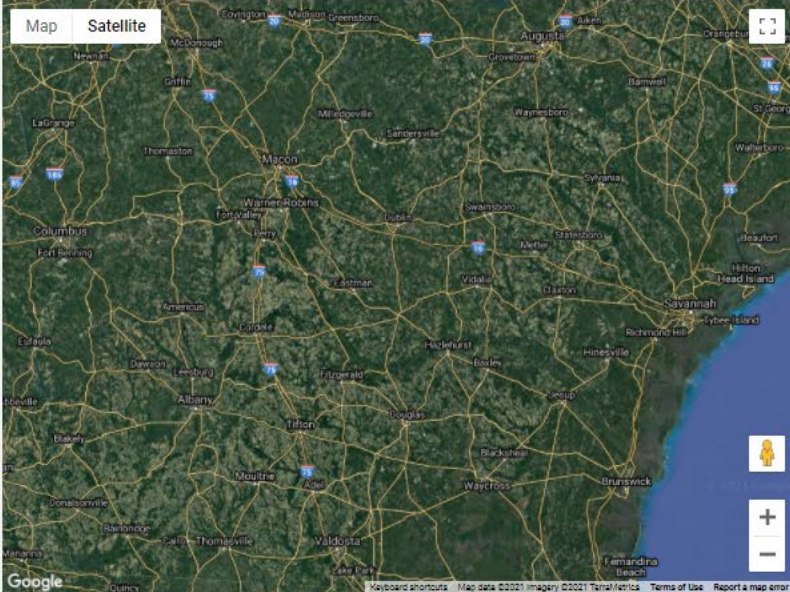
Latitude \*  
Latitude

Longitude \*  
Longitude

Manually enter coordinates or use the map below to select your site location. Coordinates should be entered in decimal degrees with 6 decimal places (ex 34.000000, -84.000000). If using the map make sure to zoom in and pan to the correct location for best results.

Edit Map

Map Satellite



Site Address  
Street \* City \* State \* Zip \* County \*  
Street1 City -- Zip -- Select --

Create Annotated Aerial Image  
Growers are required to submit an aerial map or photograph (satellite imagery) that clearly shows the boundaries and dimensions of each grow site (field or greenhouse). This must be uploaded on the Attachment page. The link above is being provided to Georgia Hemp Grower and Processor applicants to assist in creating an aerial image with boundaries of a field, covered growing facility, storage, or processing site(s). Use of this tool is optional, however an aerial map or photograph (satellite imagery) is still required.

Size \*  
Size sf

First, you will need to select the Site Purpose from the drop-down box. Since this is a grower application, the Site Purpose can be either a Grow Site (where plants will be grown) or a Storage Site (where hemp will be stored, handled, or dried)

Save

Cancel



Application.

Site

Site Purpose \*  
Grow

Is Property Owned \*  
 Own  
 Lease

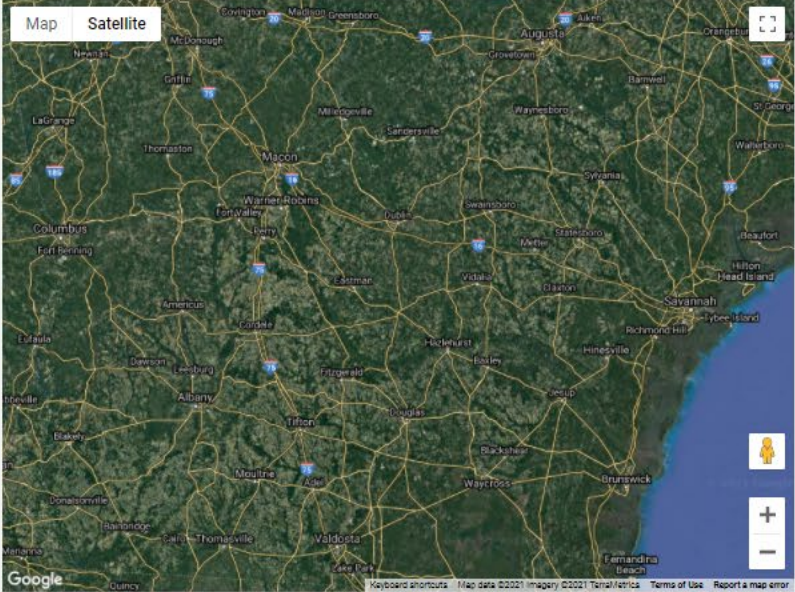
Latitude \*  
Latitude

Longitude \*  
Longitude

Manually enter coordinates or use the map below to select your site location. Coordinates should be entered in decimal degrees with 6 decimal places (ex 34.000000, -84.000000). If using the map make sure to zoom in and pan to the correct location for best results.

Edit Map

Map Satellite



Site Activity  
-- Select --  
Field  
Covered Growing Facility

Example Legal Description

Site Name \*  
Site Name

Site Address

Street \*  
Street1

City \*  
City

State \*  
G

Zip \*  
Zip

County \*  
-- Select --

Create Annotated Aerial Image

Growers are required to submit an aerial map or photograph (satellite imagery) that clearly shows the boundaries and dimensions of each grow site (field or greenhouse). This must be uploaded on the Attachment page. The link above is being provided to Georgia Hemp Grower and Processor applicants to assist in creating an aerial image with boundaries of a field, covered growing facility, storage, or processing site(s). Use of this tool is optional, however an aerial map or photograph (satellite imagery) is still required.

The license fee will not be prorated for fractions of acres. Fractional acreage will be rounded up to the next whole number for fee calculation purposes.

Size \*  
Size ac

Each covered growing facility (e.g. greenhouse or other structure) in which hemp is cultivated will be considered a separate acre for fee calculation purposes.

Next, you will need to select the Site Activity. The two options are a “Field” grow site or a “Covered Growing Facility” grow site. A “Covered Growing Facility” is a greenhouse, building or other structure identified by a licensee as a grow site and not used for residential purposes.

Site

Site Purpose \*  
Grow

Site Activity  
Covered Growing Facili

Site Name \*  
Greenhouse #1

Is Property Owned \*  
 Own  
 Lease

Legal Description \*  
-- Select --  
-- Select --  
**Attach File(s)**  
Enter Text

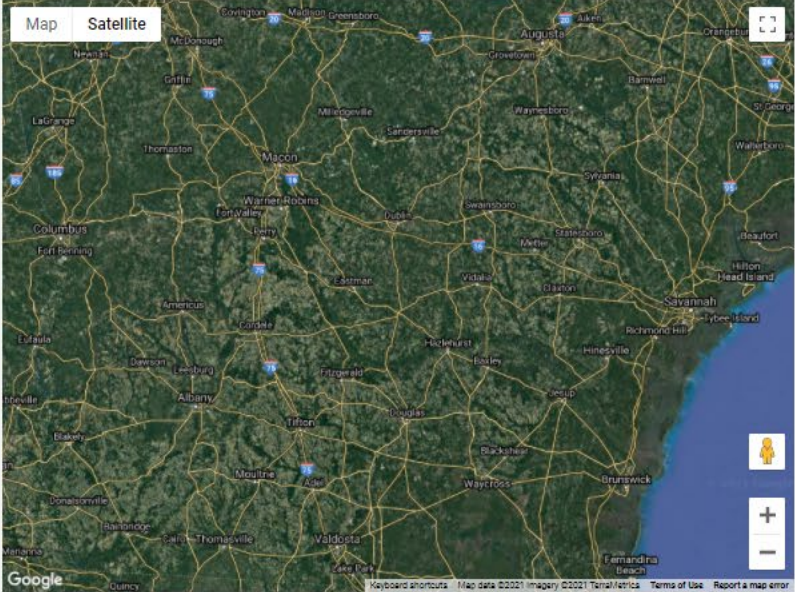
Latitude \*  
Latitude

Longitude \*  
Longitude

Manually enter coordinates or use the map below to select your site location. Coordinates should be entered in decimal degrees with 6 decimal places (ex 34.000000, -84.000000). If using the map make sure to zoom in and pan to the correct location for best results.

Edit Map

Map Satellite



Site Address  
Street \*  
City \*  
State \*  
Zip \*  
County \*

Create Annotated Aerial Image  
Growers are required to submit an aerial map or photograph (satellite imagery) that clearly shows the boundaries and dimensions of each grow site (field or greenhouse). This must be uploaded on the Attachment page. The link above is being provided to Georgia Hemp Grower and Processor applicants to assist in creating an aerial image with boundaries of a field, covered growing facility, storage, or processing site(s). Use of this tool is optional, however an aerial map or photograph (satellite imagery) is still required.

The license fee will not be prorated for fractions of acres. Fractional acreage will be rounded up to the next whole number for fee calculation purposes.

Size \*  
Size sf

Each covered growing facility (e.g. greenhouse or other structure) in which hemp is cultivated will be considered a separate acre for fee calculation purposes.

Next, you will need to select if you own or lease the grow site highlighted by the red circle. You will also need to provide a legal description for the grow site. You will need to choose how you would like to provide the legal description indicated by the highlighted red box. You can choose to upload the legal description as an attachment or enter the legal description manually by typing the description in the box provided.



Site

Site Purpose \*  
Grow

Site Activity  
Covered Growing Facility

Site Name \*  
Greenhouse #1

Is Property Owned \*  
 Own  
 Lease

Legal Description \*  
Enter Text  
Example Legal Description

Enter Text  
Please enter appropriate legal description

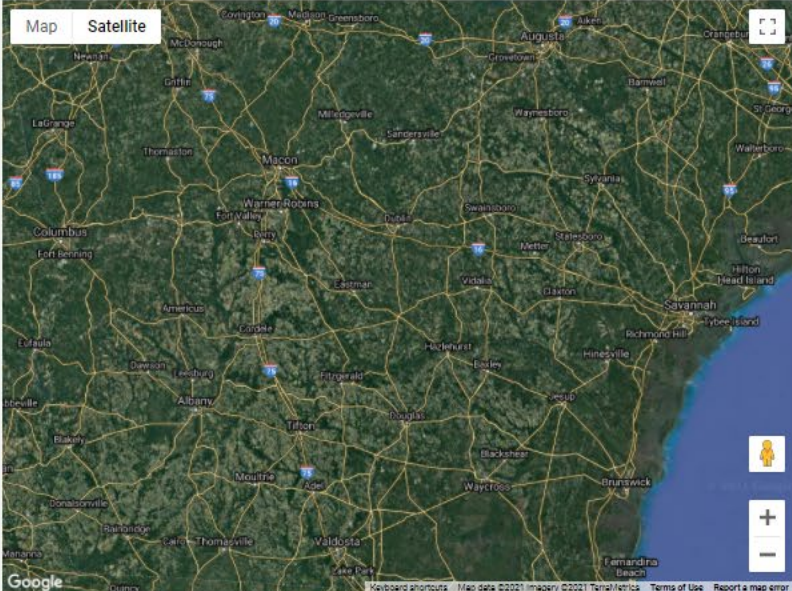
Latitude \*  
Latitude

Longitude \*  
Longitude

Manually enter coordinates or use the map below to select your site location. Coordinates should be entered in decimal degrees with 6 decimal places (ex 34.000000, -84.000000). If using the map make sure to zoom in and pan to the correct location for best results.

Edit Map

Map Satellite



Site Address  
Street \*  
City \*  
State \*  
Zip \*  
County \*

Street1 City Gv Zip -- Select --

Create Annotated Aerial Image  
Growers are required to submit an aerial map or photograph (satellite imagery) that clearly shows the boundaries and dimensions of each grow site (field or greenhouse). This must be uploaded on the Attachment page. The link above is being provided to Georgia Hemp Grower and Processor applicants to assist in creating an aerial image with boundaries of a field, covered growing facility, storage, or processing site(s). Use of this tool is optional, however an aerial map or photograph (satellite imagery) is still required.

The license fee will not be prorated for fractions of acres. Fractional acreage will be rounded up to the next whole number for fee calculation purposes.

Size \*  
Size sf

Each covered growing facility (e.g. greenhouse or other structure) in which hemp is cultivated will be considered a separate acre for fee calculation purposes.

In this screenshot, the applicant chose Enter Text from the drop-down box highlighted by the red circle for the Legal Description. To the right of the drop-down box is a box, highlighted by the red box, designated for entering the text of the legal description. You will need to type the legal description text in this box.

Save

Cancel

Site

Site Purpose \*  
Grow

Site Activity  
Covered Growing Facility

Site Name \*  
Greenhouse #1

Is Property Owned \*  
 Own  
 Lease

Legal Description \*  
Attach File(s)  
[Example Legal Description](#)

Instructions  
Please attach appropriate legal description

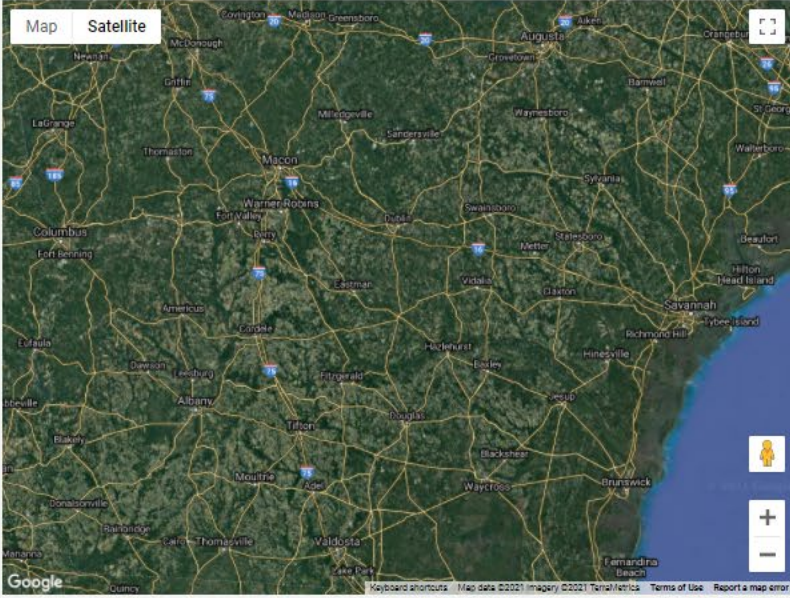
Latitude \*  
Latitude

Longitude \*  
Longitude

Manually enter coordinates or use the map below to select your site location. Coordinates should be entered in decimal degrees with 6 decimal places (ex 34.000000, -84.000000). If using the map make sure to zoom in and pan to the correct location for best results.

Edit Map

Map Satellite



Site Address  
Street \*  
Street1

City \*  
City

State \*  
Ga

Zip \*  
Zip

County \*  
-- Select --

[Create Annotated Aerial Image](#)  
Growers are required to submit an aerial map or photograph (satellite imagery) that clearly shows the boundaries and dimensions of each grow site (field or greenhouse). This must be uploaded on the Attachment page. The link above is being provided to Georgia Hemp Grower and Processor applicants to assist in creating an aerial image with boundaries of a field, covered growing facility, storage, or processing site(s). Use of this tool is optional, however an aerial map or photograph (satellite imagery) is still required.

The license fee will not be prorated for fractions of acres. Fractional acreage will be rounded up to the next whole number for fee calculation purposes.

Size \*  
Size sf

Each covered growing facility (e.g. greenhouse or other structure) in which hemp is cultivated will be considered a separate acre for fee calculation purposes.

In this screenshot the applicant chose Attach File from the drop-down box highlighted in red. You will need to upload the attachment on the Attachments tab.

Save

Cancel



Site Purpose \*  
Grow

Site Activity  
Covered Growing Facility

Site Name \*  
Greenhouse #1

Is Property Owned \*  
 Own  
 Lease

Legal Description \*  
Attach File(s)  
[Example Legal Description](#)

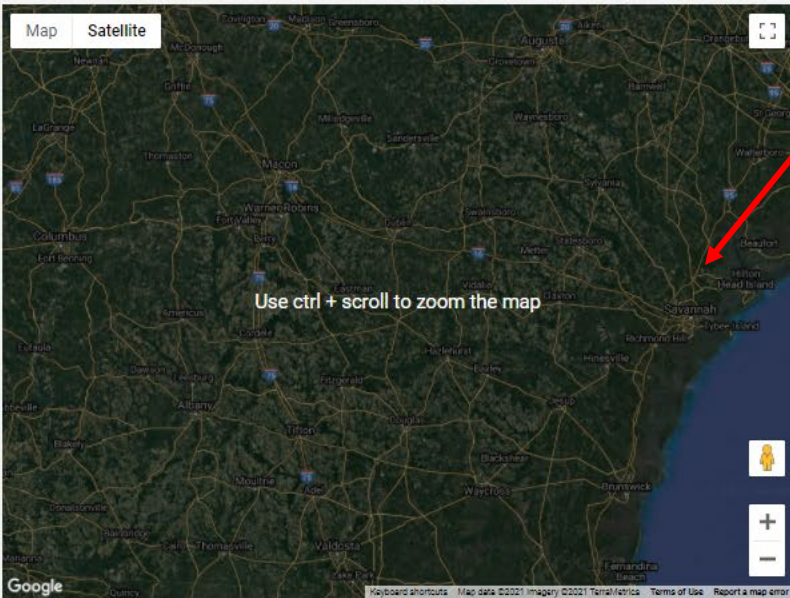
Instructions  
Please attach appropriate legal description

Latitude \*  
Latitude

Longitude \*  
Longitude

Manually enter coordinates or use the map below to select your site location. Coordinates should be entered in decimal degrees with 6 decimal places (ex 34.000000, -84.000000). If using the map make sure to zoom in and pan to the correct location for best results.

Edit Map



Map Satellite

Use ctrl + scroll to zoom the map

Site Address

Street \*  
Street1

City \*  
City

State \*  
Ga

Zip \*  
Zip

County \*  
-- Select --

Create Annotated Aerial Image  
Growers are required to submit an aerial map or photograph (satellite imagery) that clearly shows the boundaries and dimensions of each grow site (field or greenhouse). This must be uploaded on the Attachment page. The link above is being provided to Georgia Hemp Grower and Processor applicants to assist in creating an aerial image with boundaries of a field, covered growing facility, storage, or processing site(s). Use of this tool is optional, however an aerial map or photograph (satellite imagery) is still required.

The license fee will not be prorated for fractions of acres. Fractional acreage will be rounded up to the next whole number for fee calculation purposes.

Size \*  
Size sf

Each covered growing facility (e.g. greenhouse or other structure) in which hemp is cultivated will be considered a separate acre for fee calculation purposes.

The next step is to enter the GPS coordinates and address for the site. You can either manually enter the coordinates and address or use a new feature that may make the process easier. If you are entering the GPS coordinates in manually, they must be in decimal degree format with 6 decimal places included. In this new system, you have the ability to use the map to zoom into your exact location and click on the exact point where you would like for the GPS coordinates and address to be recorded. As you scroll over the map, a message will appear "Use ctrl + scroll to zoom the map" as you can see in the image to the left. In order to zoom you will need to place your pointer arrow over the image. You will then need to click and hold the control button on your keyboard while at the same time use the scroll wheel on your computer mouse to zoom in or zoom out. As you will see in the next slide, it allows you to zoom in really close on your property.



Site

Site Purpose \*  
Grow

Site Activity  
Covered Growing Facili

Site Name \*  
Greenhouse #1

Is Property Owned \*  
 Own  
 Lease

Legal Description \*  
Attach File(s)  
[Example Legal Description](#)

Instructions  
Please attach appropriate legal description


Latitude \*  
32.823911

Longitude \*  
-83.610380

Manually enter coordinates or use the map below to select your site location. Coordinates should be entered in decimal degrees with 6 decimal places (ex 34.000000, -84.000000). If using the map make sure to zoom in and pan to the correct location for best results.

Edit Map

Map Satellite



892 Lower Poplar Rd, Macon, GA 31201, USA

Site Address

Street \*  
892 Lower Poplar Rd

City \*  
Macon

State \*  
Ga

Zip \*  
31201

County \*  
Bibb

[Create Annotated Aerial Image](#)

Growers are required to submit an aerial map or photograph (satellite imagery) that clearly shows the boundaries and dimensions of each grow site (field or greenhouse). This must be uploaded on the Attachment page. The link above is being provided to Georgia Hemp Grower and Processor applicants to assist in creating an aerial image with boundaries of a field, covered growing facility, storage, or processing site(s). Use of this tool is optional, however an aerial map or photograph (satellite imagery) is still required.

The license fee will not be prorated for fractions of acres. Fractional acreage will be rounded up to the next whole number for fee calculation purposes.

Size \*  
Size sf

Each covered growing facility (e.g. greenhouse or other structure) in which hemp is cultivated will be considered a separate acre for fee calculation purposes.

Save Cancel

In this image, the user zoomed in on the map using the control key + the scroll wheel on the mouse to zoom in on the exact location of the grow site. Once zoomed in, the user clicked on the image using the left mouse button to select the front door of the covered growing facility. Once the user clicked on the image, the GPS coordinates (latitude and longitude) and location address were populated automatically in the site address below the aerial photo indicated by the highlighted red box. Please make sure to check the address is correct. You also have the option to manually enter the GPS coordinates and Site Address if you desire. Please note GPS coordinates must be in Decimal Degree format with six decimal places.

Site

Site Purpose \*  
Grow

Site Activity  
Covered Growing Facili

Site Name \*  
Greenhouse #1

Is Property Owned \*  
 Own  
 Lease

Legal Description \*  
Attach File(s)  
[Example Legal Description](#)

Instructions  
Please attach appropriate legal description

Latitude \*  
32.823911

Longitude \*  
-83.610380

Manually enter coordinates or use the map below to select your site location. Coordinates should be entered in decimal degrees with 6 decimal places (ex 34.000000, -84.000000). If using the map make sure to zoom in and pan to the correct location for best results.

Edit Map

Map Satellite



892 Lower Poplar Rd, Macon, GA 31201, USA

Site Address  
Street \*  
892 Lower Poplar Rd

City \*  
Macon

State \*  
Ga

Zip \*  
31201

County \*  
Bibb

[Create Annotated Aerial Image](#)

Growers are required to submit an aerial map or photograph (satellite imagery) that clearly shows the boundaries and dimensions of each grow site (field or greenhouse). This must be uploaded on the Attachment page. The link above is being provided to Georgia Hemp Grower and Processor applicants to assist in creating an aerial image with boundaries of a field, covered growing facility, storage, or processing site(s). Use of this tool is optional, however an aerial map or photograph (satellite imagery) is still required.

The license fee will not be prorated for fractions of acres. Fractional acreage will be rounded up to the next whole number for fee calculation purposes.

Size \*  
Size sf

Each covered growing facility (e.g. greenhouse or other structure) in which hemp is cultivated will be considered a separate acre for fee calculation purposes.

Applicants are required to provide an aerial map or photograph that clearly shows the boundary of each site.

To assist applicants this optional tool can be used to help you create an aerial map or photograph if you do not already have one.

If using the tool click the link “Create Annotated Aerial Image” and follow the instructions. You will then save and upload the PDF as an attachment later in the “Attachments” section. The next page will detail how to use this tool.



## INSTRUCTIONS

This app is being provided to Georgia Hemp Grower and Processor applicants to generate an aerial image with boundaries of a field, greenhouse, storage, or processing site(s).



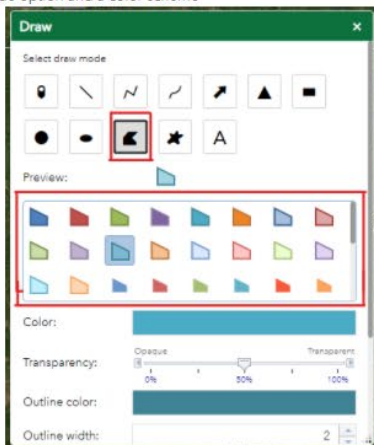
### Step 1: Locate your site location(s)

- 1.1 Use the *find address or place* search bar to locate your general site address
- 1.2 Use the *zoom tool* (or scroll wheel on your mouse) to click and drag to pan to your specific site location(s)

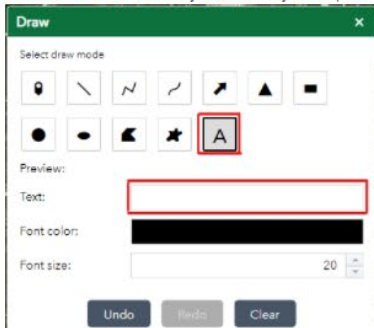


### Step 2: Draw the outline(s) of your field, greenhouse, or storage sites

- 2.1 Use the *draw tool* then choose the polygon draw mode option and a color scheme



- 2.2 After enabling the *draw tool*, click on the map to create corners then double click when your boundary is complete



- 2.3 To add a label choose the *text draw mode* option and enter your text. To add the text to the map click to place it.



Step 1: Locate your site locations.

Enter an address as a starting point.

Use your mouse to zoom in and pan (click and drag)

Step 2: Draw the outline of your sites.

Click the "Draw" tool.



## INSTRUCTIONS

This app is being provided to Georgia Hemp Grower and Processor applicants to generate an aerial image with boundaries of a field, greenhouse, storage, or processing site(s).



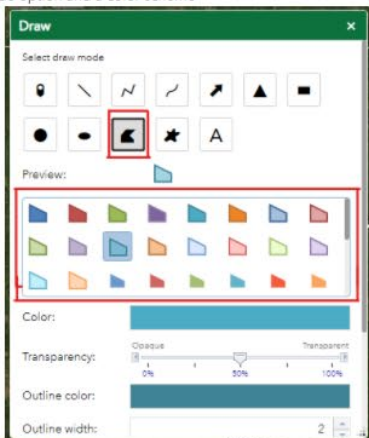
### Step 1: Locate your site location(s)

- 1.1 Use the *find address or place* search bar to locate your general site address
- 1.2 Use the *zoom tool* (or scroll wheel on your mouse) to click and drag to pan to your specific site location(s)

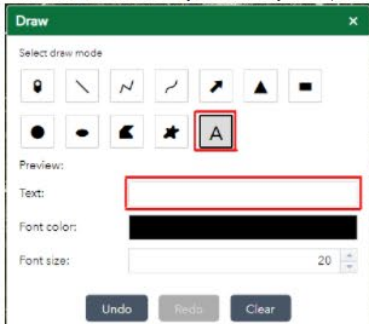


### Step 2: Draw the outline(s) of your field, greenhouse, or storage sites

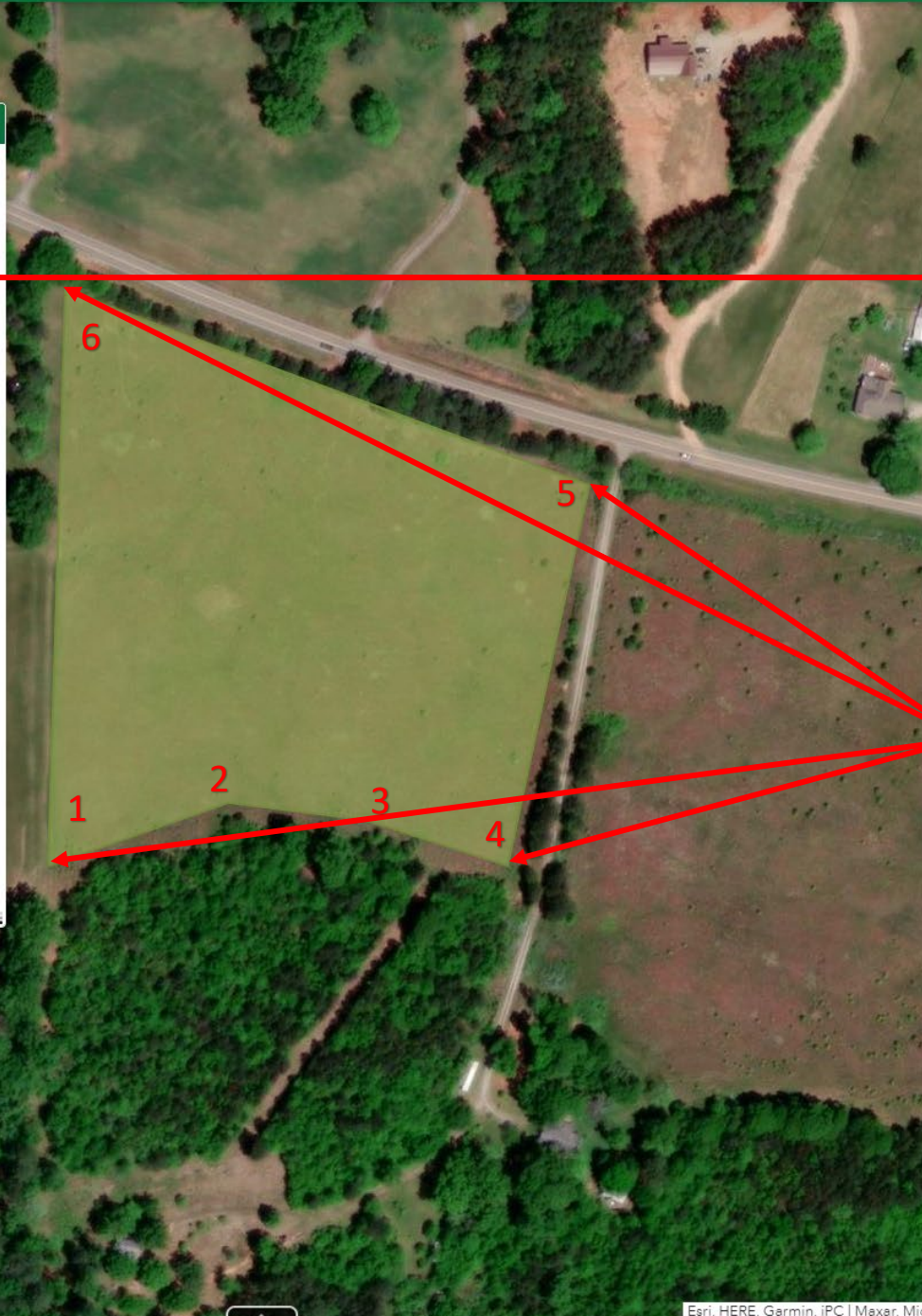
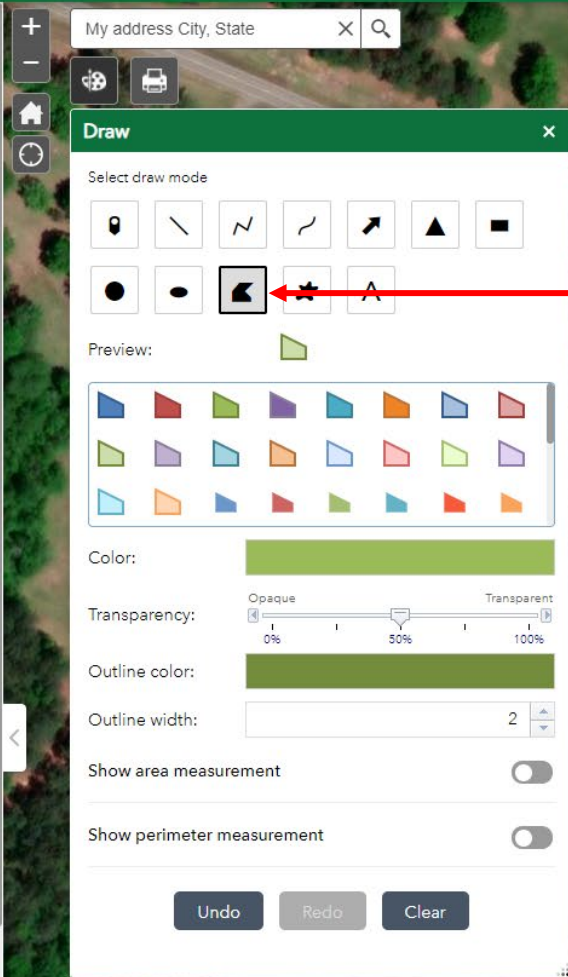
- 2.1 Use the *draw tool* then choose the polygon draw mode option and a color scheme



- 2.2 After enabling the *draw tool*, click on the map to create corners then double click when your boundary is complete



- 2.3 To add a label choose the text draw mode option and enter your text. To add the text to the map click to place it.

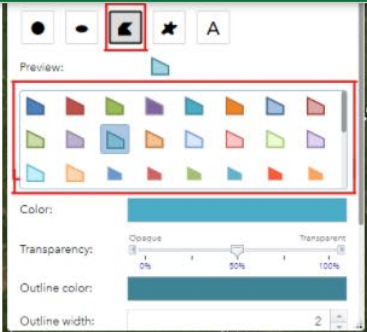


Continued Step 2:  
Draw the outline of  
your sites.

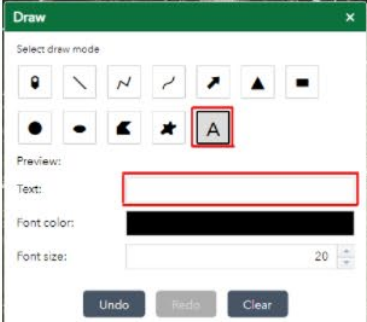
Choose the "Polygon"  
and pick a color  
(optional)

Next, begin drawing  
the polygon to  
outline your site.  
With your mouse a  
single click sets a  
corner. Continue to  
make corner to make  
your outline. Double-  
click to complete.





2.2 After enabling the draw tool, click on the map to create corners then double click when your boundary is complete

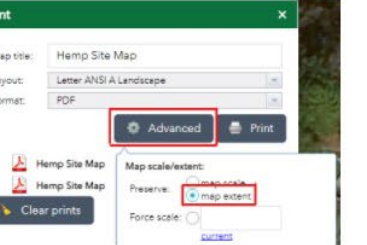


2.3 To add a label choose the text draw mode option and enter your text. To add the text to the map click to place it.

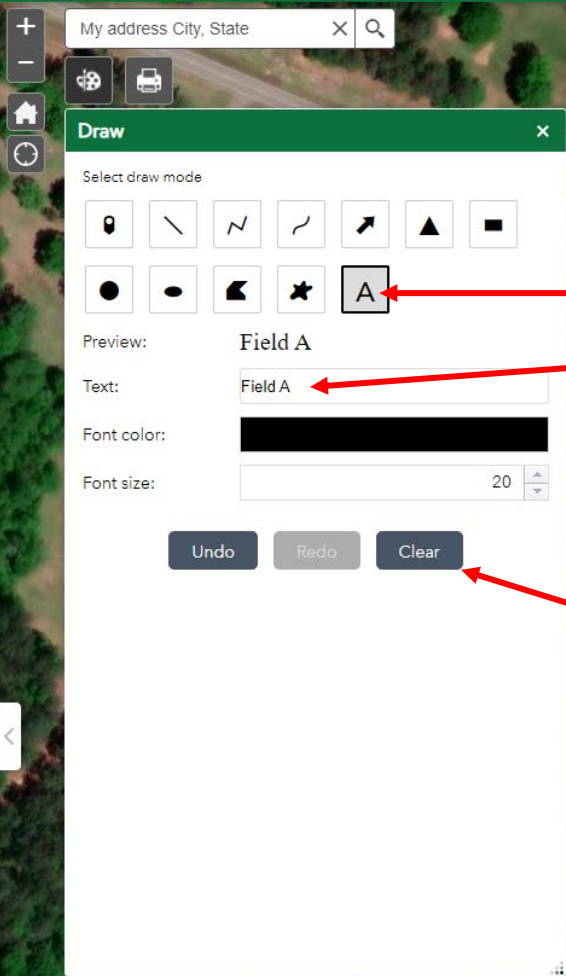
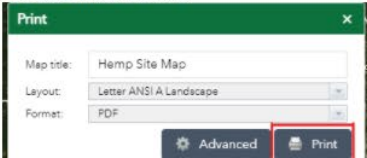


Step 3: Save map as PDF and upload to your hemp application

3.1 Use the Print tool to title your map and generate a PDF  
3.2 Click Advanced and choose map extent



3.3 Click Print then save the PDF to your computer and upload to your hemp application



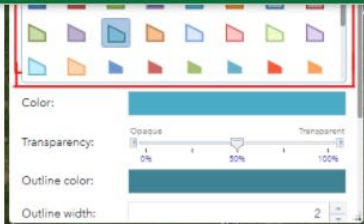
Continued Step 2:  
Draw the outline of  
your sites.

Add a label to your  
drawn outline by  
clicking the "Text"  
icon. Type in your  
desired text.

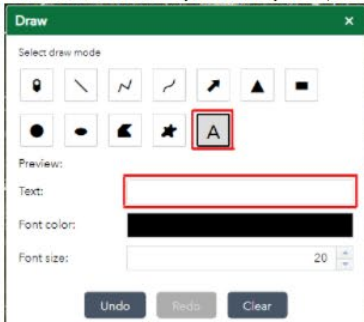
Click on the map to  
place the text.

If you need to start  
over you can clear  
the text and polygon.





2.2 After enabling the draw tool, click on the map to create corners then double click when your boundary is complete

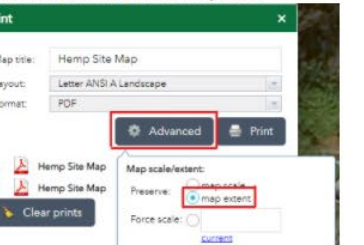


2.3 To add a label choose the text draw mode option and enter your text. To add the text to the map click to place it.

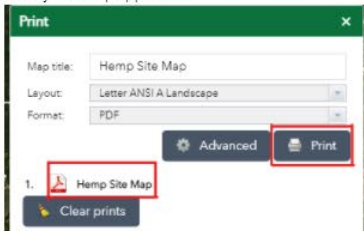


Step 3: Save map as PDF and upload to your hemp application

3.1 Use the Print tool to title your map and generate a PDF  
3.2 Click Advanced and choose map extent



3.3 Click Print then save the PDF to your computer and upload to your hemp application



Step 3: Save your map as a PDF

After drawing and labeling your site(s) click the "Print" icon to save a PDF. Enter a title and click "Print".

Lastly click to open and save your PDF. Return to your application to attach.

\*IMPORTANT – your site(s) must be centered in the map. If your PDF is cutting off your sites, try resizing your browser window and pan the map (click and hold with mouse) to ensure your site is centered.



Site

Site Purpose \*  
Grow

Site Activity  
Covered Growing Facility

Site Name \*  
Greenhouse #1

Is Property Owned \*  
 Own  
 Lease

Legal Description \*  
Attach File(s)  
Example Legal Description

Instructions  
Please attach appropriate legal description

Latitude \*  
32.823920

Longitude \*  
-83.810371

Manually enter coordinates or use the map below to select your site location. Coordinates should be entered in decimal degrees with 6 decimal places (ex 34.000000, -84.000000). If using the map make sure to zoom in and pan to the correct location for best results.

Edit Map



Site Address  
Street \*  
892 Lower Poplar Rd

City \*  
Macon

State \*  
Ga

Zip \*  
31201

County \*  
Bibb

Create Annotated Aerial Image  
Growers are required to submit an aerial map or photograph (satellite imagery) that clearly shows the boundaries and dimensions of each grow site (field or greenhouse). This must be uploaded on the Attachment page. The link above is being provided to Georgia Hemp Grower and Processor applicants to assist in creating an aerial image with boundaries of a field, covered growing facility, storage, or processing site(s). Use of this tool is optional, however an aerial map or photograph (satellite imagery) is still required.

The license fee will not be prorated for fractions of acres. Fractional acreage will be rounded up to the next whole number for fee calculation purposes.

Each covered growing facility (e.g. greenhouse or other structure) in which hemp is cultivated will be considered a separate acre for fee calculation purposes.

Size \*  
35000 sf

You will need to enter the size of the grow site in the box highlighted with the red circle. Because “Covered Growing Facility” was chosen in the drop-down box for Site Activity, you will need to enter the Square Footage of the Covered Growing Facility grow site. If “Field” had been chosen in the drop-down box for Site Activity, you would enter the acreage for the Field grow site. After entering the size of the grow site, click the save button at the bottom of the screen.

Save Cancel

License sites updated successfully.

## License Application: A00185 Grower

Actions

[Save Draft](#)

Application History

Applicant Information License Type Key Participants Directory **Sites** Attachments Affirmations Submit

< Directory Products >

**Applicant**  
Hemp Test, LLC

**Application Number**  
A00185

**Status**  
Draft

Georgia Hemp Grower License applicants must provide information on each grow site and storage site property (if you intend to store/handle/dry hemp\*). Each individual property must be reported separately below. See the below description for requirements for each property site type

\* The term "Handle" is defined in part as "to possess or store hemp plants for any period of time on premises owned, operated, or controlled by a person licensed to cultivate or process hemp" (40-32-1-.02). Handling includes drying hemp plants after harvest. Hemp Growers only have two options for drying hemp, 1) dry hemp onsite or 2) the processor dries the plants.

**Grow Site Property:** Georgia Hemp Grower License applicants must provide a legal description, whether it is a field or a covered growing facility, along with copies of relevant easements or licenses as proof of legal authority to cultivate hemp on the site. Latitude and Longitude must be provided along with an aerial map or photograph (satellite imagery) that clearly shows the boundaries and dimensions of each grow site (field or covered growing facility).

**Storage Site Property:** Georgia Hemp Grower License applicants must provide a legal description for each storage site property along with copies of relevant easements or licenses as proof of legal authority to cultivate hemp on the site. Latitude and Longitude must be provided along with an aerial map or photograph (satellite imagery) that clearly shows the boundaries and dimensions of each storage site.

It is also your responsibility to report your crop to your local USDA Farm Services Agency. Your hemp crop must be reported after planting and before July 15 of each growing year. [USDA Service Center Locator](#)

As the licensee, we recommend you contact your Georgia county extension offices and county Sheriff's offices to report you are licensed and report all growing, drying, and processing sites. If you do not know your local sheriff, we suggest a web search on your county name and the word "sheriff" to locate your county office. For example: "Fulton County, Sheriff".

Hemp must not be cultivated, handled, harvested, or stored in any location that is not listed in the Hemp Grower License Application.

- Hemp must not be cultivated, handled, harvested, or stored in any location that is not listed in the Hemp Grower License Application.
- Hemp must not be cultivated, handled, harvested, or stored in any building or structure used for residential purposes.
- Any Licensee who cultivates more acres or square footage than that which is listed below will be deemed to have violated their Hemp Grower License and will be subject to enforcement under the Georgia Hemp Farming Act and these Rules.

### Sites

Show  entries

Site Name	Site Activity	Size	Lat/Long	Variety	Status	Actions
Greenhouse #1	Covered Growing Facility	35000sf	32.823914 / -83.610373		Active	<a href="#">View/Edit</a> <a href="#">Delete</a>

Showing 1 to 1 of 1 entries

Once you have entered and saved the grow site, a green bar at the top of the screen will be visible and the system will take you back to the Sites Screen where you can enter additional grow sites. Once finished uploading your grow sites, click either of the Attachments Links on the right-hand side of the page.

Previous **1** Next



# License Application: A00185 Grower

Application History

Applicant Information License Type Key Participants Directory Sites Attachments Affirmations Submit

< Products

Applicant: Hemp Test, LLC Application Number: A00185 Status: Draft

Required Submittal Documents	Grower
Certificate of Existence	<input type="checkbox"/> For Companies Only
Legal Description	<input type="checkbox"/>
Annotated Aerial Map	<input type="checkbox"/>
Surety Bond	<input type="checkbox"/>
Copy of Legal Identification	<input type="checkbox"/>
Notarized Citizenship Affidavit	<input type="checkbox"/>

✓ = Document Uploaded ⓘ = Document Not Uploaded

[Create Notarized Citizen Affidavit](#)  
The link above is being provided to Georgia Hemp Grower and Processor applicants to assist in creating the proper Notarized Citizen Affidavit.

Add Attachment(s)

File(s):  No file chosen

Attachments

Show 10 entries Search:

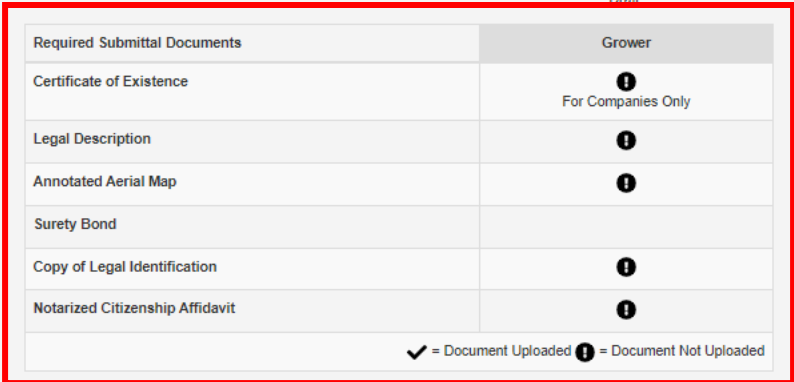
Uploaded On	File	Description	Uploaded By	Actions
No data available in table				

Showing 0 to 0 of 0 entries

< Products Affirmations >

Actions

The Attachments tab is for uploading required documents associated with your application. The box to the left highlighted by the red box provides a status of uploaded documents required for the application. A check mark indicates the appropriate document has been uploaded. An exclamation point indicates the document has yet to be uploaded. You can not submit the application until all required documents are uploaded.



# License Application: A00185 Grower

Application History

Applicant Information License Type Key Participants Directory Sites Attachments Affirmations Submit

< Products Affirmations >

Applicant: Hemp Test, LLC Application Number: A00185 Status: Draft

Required Submittal Documents	Grower
Certificate of Existence	For Companies Only
Legal Description	
Annotated Aerial Map	
Surety Bond	
Copy of Legal Identification	
Notarized Citizenship Affidavit	

✓ = Document Uploaded = Document Not Uploaded

[Create Notarized Citizen Affidavit](#)  
The link above is being provided to Georgia Hemp Grower and Processor applicants to assist in creating the proper Notarized Citizen Affidavit.

Add Attachment(s)

File(s):  No file chosen

Attachments

Show  entries Search:

Uploaded On	File	Description	Uploaded By	Actions
10/27/2021	Test__1.pdf	-- Select --	John Doe	

Showing 1 to 1 of 1 entries

Previous **1** Next

< Products Affirmations >

Actions

In the box highlighted red, a link is provided to assist in creating the proper Notarized Citizen Affidavit. If you click on the link, you will be directed to a new page where you can print off the form. You will need to fill out the form and have it notarized. Once completed, you can then upload the file into this licensing program.

# License Application: A00185 Grower

Application History

Applicant Information License Type Key Participants Directory Sites Attachments Affirmations Submit

Actions

Save Draft

Applicant: Hemp Test, LLC

Application Number: A00185

Status: Draft

Required Submittal Documents	Grower
Certificate of Existence	For Companies Only
Legal Description	
Annotated Aerial Map	
Surety Bond	
Copy of Legal Identification	
Notarized Citizenship Affidavit	

✓ = Document Uploaded = Document Not Uploaded

[Create Notarized Citizen Affidavit](#)  
 The link above is being provided to Georgia Hemp Grower and Processor applicants to assist in creating the proper Notarized Citizen Affidavit.

### Add Attachment(s)

File(s):  No file chosen

Attachments

Show  entries

Search:

Uploaded On	File	Description	Uploaded By	Actions
10/27/2021	Test__1.pdf	-- Select --	John Doe	

Showing 1 of 1 of 1 entries

Previous **1** Next

To upload a file for the appropriate required documents, you would first click on Choose Files. This will prompt a file box to appear where you can select files from your computer. Find the appropriate file and select. Once you have selected the appropriate file, click the upload button. In this screen shot, the user has already uploaded the file. The last step is to select the Description of the file from the drop-down box highlighted by the red circle. Choose the appropriate description.

Once completed, click on the Affirmations link on the right side of the page highlighted by the red circle.



## License Application: A00185 Grower

Actions

Save Draft

Application

History

Applicant Information License Type Key Participants Directory Sites Attachments Affirmations Submit

&lt; Attachments

Submit &gt;

## Applicant

Hemp Test, LLC

## Application Number

A00185

## Status

Draft

## HEMP GROWER LICENSE APPLICATION GUIDELINES

- The Georgia Department of Agriculture (GDA) administers the Georgia Hemp Farming Act as authorized by O.C.G.A. § 2-23-1, et seq.
- This Hemp Grower License Application is designed to provide sufficient instructions for completion by any individual who would be prepared to participate in the Georgia Hemp Program. The application includes a broad understanding of the program, but applicants should read the Georgia Hemp Farming Act (O.C.G.A. § 2-23-1, et seq.), the Hemp Definitions & Grower Rules (Ga. Comp. R. & Regs. R. 40-32-1 & 2, et seq.), and the USDA Interim Rule (7 CFR 990, et seq.).
- Please make sure to fully review all application materials and Grower License Rules prior to contacting hemp program staff with questions. GDA is not in a position to offer direct consultation on completing a Hemp Grower License application or to educate individuals about the production of hemp.
- Anyone who intends to grow hemp in the State of Georgia must successfully complete the full application process with the GDA and be issued a Hemp Grower License prior to receiving, producing, cultivating, handling, or storing hemp plants or seeds. Receiving, producing, cultivating, handling, or storing hemp plants or seeds prior to full completion of the licensing process may result in the denial of your application.
- A Hemp Grower License does not allow the Licensee to process hemp. A Hemp Processor Permit is required for the processing of hemp plants. Licensed Hemp Growers who intend to process hemp must apply separately for a Hemp Processor Permit.
- Renewal applications, annual license fees, and annual criminal background checks must be submitted by December 1 of the year issued. Licenses will expire on December 31 of the year issued if the renewal application, renewal fee, and background checks are not timely submitted.
- The Annual Hemp Grower License fee is \$50.00 per acre intended to be cultivated (up to a maximum fee of \$5,000.00) annually.
- Georgia Hemp Grower License applicants must own or have legal permission to cultivate, handle, or store hemp on the property listed on their application. A deed or lease will be sufficient in most cases.
- Georgia Hemp Grower Licensees may not cultivate in a building or structure used for residential purposes.
- Background checks are required for each owner, key participant, and person holding a beneficial interest in the Hemp Grower License. Key participants include a partner in partnership, or a person with executive managerial control in a corporation (e.g. CEO, COO, CFO, etc.). Background checks must be received and reviewed by GDA prior to issuance of a Hemp Grower License.
- Each Licensee must have a Department-approved sampling agent collect samples from the flower material of each lot of cannabis plants for delta-9 tetrahydrocannabinol (THC) concentration level testing within 30 days of the anticipated harvest. The Licensee must not harvest any cannabis prior to samples being taken. The Licensee must then harvest the crop not more than 30 days following the date of sample collection.
- All costs associated with the production of hemp are the responsibility of the Licensee including, but not limited to, costs for sampling and testing of hemp plants.
- No person will be issued more than one Hemp Grower License, nor will any person be permitted to have a beneficial interest in more than one Hemp Grower License.
- Hemp Grower Licenses cannot be sold, assigned, transferred, pledged, or otherwise disposed of, alienated, or encumbered to or by another person, business, individual, or entity.
- Hemp must not be cultivated, handled, harvested, or stored in any location that is not listed in the Hemp Grower License Application.
- As a reminder, "hemp" means the plant species Cannabis sativa L. and any part of that plant, including the seeds thereof and all derivatives, extracts, cannabinoids, isomers, acids, salts, and salts of isomers, whether growing or not, with a total THC concentration of not more than 0.3 percent. The Hemp Grower License does not give you the ability to grow or handle cannabis materials with a total THC concentration greater than 0.3 percent.
- Cannabis plants with a total THC concentration greater than 0.3 percent constitute marijuana, a schedule I controlled substance, and must be disposed of by a DEA-registered reverse distributor or as otherwise provided for in the Hemp Grower Rules. If a sample analysis of your plants reveals total THC levels above 0.3 percent, you will need to contact the Department and arrange for disposal of all the plants in the same lot in accordance with the Hemp Grower Rules.

The last tab is the Affirmation tab. Please read through the information and select the check boxes at the end.

- program staff with questions. GDA is not in a position to offer direct consultation on completing a Hemp Grower License application or to educate individuals about the production of hemp.
- Anyone who intends to grow hemp in the State of Georgia must successfully complete the full application process with the GDA and be issued a Hemp Grower License prior to receiving, producing, cultivating, handling, or storing hemp plants or seeds. Receiving, producing, cultivating, handling, or storing hemp plants or seeds prior to full completion of the licensing process may result in the denial of your application.
  - A Hemp Grower License does not allow the Licensee to process hemp. A Hemp Processor Permit is required for the processing of hemp plants. Licensed Hemp Growers who intend to process hemp must apply separately for a Hemp Processor Permit.
  - Renewal applications, annual license fees, and annual criminal background checks must be submitted by December 1 of the year issued. Licenses will expire on December 31 of the year issued if the renewal application, renewal fee, and background checks are not timely submitted.
  - The Annual Hemp Grower License fee is \$50.00 per acre intended to be cultivated (up to a maximum fee of \$5,000.00) annually.
  - Georgia Hemp Grower License applicants must own or have legal permission to cultivate, handle, or store hemp on the property listed on their application. A deed or lease will be sufficient in most cases.
  - Georgia Hemp Grower Licensees may not cultivate in a building or structure used for residential purposes.
  - Background checks are required for each owner, key participant, and person holding a beneficial interest in the Hemp Grower License. Key participants include a partner in partnership, or a person with executive managerial control in a corporation (e.g. CEO, COO, CFO, etc.). Background checks must be received and reviewed by GDA prior to issuance of a Hemp Grower License.
  - Each Licensee must have a Department-approved sampling agent collect samples from the flower material of each lot of cannabis plants for delta-9 tetrahydrocannabinol (THC) concentration level testing within 30 days of the anticipated harvest. The Licensee must not harvest any cannabis prior to samples being taken. The Licensee must then harvest the crop not more than 30 days following the date of sample collection.
  - All costs associated with the production of hemp are the responsibility of the Licensee including, but not limited to, costs for sampling and testing of hemp plants.
  - No person will be issued more than one Hemp Grower License, nor will any person be permitted to have a beneficial interest in more than one Hemp Grower License.
  - Hemp Grower Licenses cannot be sold, assigned, transferred, pledged, or otherwise disposed of, alienated, or encumbered to or by another person, business, individual, or entity.
  - Hemp must not be cultivated, handled, harvested, or stored in any location that is not listed in the Hemp Grower License Application.
  - As a reminder, "hemp" means the plant species Cannabis sativa L. and any part of that plant, including the seeds thereof and all derivatives, extracts, cannabinoids, isomers, acids, salts, and salts of isomers, whether growing or not, with a total THC concentration of not more than 0.3 percent. The Hemp Grower License does not give you the ability to grow or handle cannabis materials with a total THC concentration greater than 0.3 percent.
  - Cannabis plants with a total THC concentration greater than 0.3 percent constitute marijuana, a schedule I controlled substance, and must be disposed of by a DEA-registered reverse distributor or as otherwise provided for in the Hemp Grower Rules. If a sample analysis of your plants reveals total THC levels above 0.3 percent, you will need to contact the Department and arrange for disposal of all the plants in the same lot in accordance with the Hemp Grower Rules.
  - Any person who materially falsifies any information contained in an application for a Hemp Grower License will be ineligible to receive a Hemp Grower License or otherwise participate in the Georgia Hemp Program.
  - Failure to comply with the Georgia Hemp Farming Act or its Rules may result in enforcement action including, but not limited to, corrective action plans, suspension from the program, referral to the Attorney General's office, and the destruction of hemp materials.

- Check here to indicate you have read and agree to the terms of the licensing agreement
  - I have read and understand the Grower License Terms and Conditions of the Rules of the Georgia Department of Agriculture concerning Hemp Growers and Processors (Chapter 40-32-2-.02), and I agree to abide by all of these terms and conditions.
- Check here to indicate you have read and agree to the terms of the licensing agreement
  - I hereby consent and agree to allow representatives of the Department, the Georgia Bureau of Investigation, and other affected state and local law enforcement agencies to enter all premises where hemp is being grown or handled for the purpose of conducting physical inspections and ensuring compliance with the requirements of the Georgia Hemp Farming Act and its Rules.
- Check here to indicate you have read and agree to the terms of the licensing agreement
  - I understand that by providing inaccurate or false information, my application may be rejected or the Hemp Grower's License may be revoked.
- Check here to indicate you have read and agree to the terms of the licensing agreement

The check boxes for the affirmations are highlighted by the red box. Once completed, click on the Submit Link highlighted by the circle on the right side of the page.

# License Application: A00185

## Grower

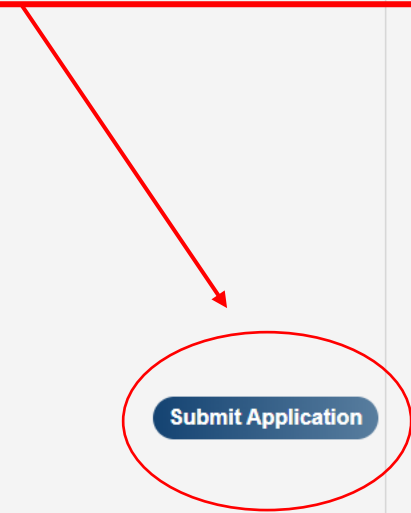
Application History

Applicant Information License Type Key Participants Directory Sites Attachments Affirmations **Submit**

Actions

Save Draft

Once on the Submit screen, please review the information provided. After reviewing, click on the Submit Application button at the bottom right side of the page highlighted by the red circle.



**Applicant**

Hemp Test, LLC

**Application Number**

A00185

**Status**

Draft

All costs associated with the production or processing of hemp are the responsibility of the Licensee including, but not limited to, costs for sampling and testing of hemp plants and hemp products.

The Annual Hemp Grower License fee is \$50.00 per acre intended to be cultivated (up to a maximum fee of \$5,000.00) annually.

Renewal applications, annual license fees, and annual criminal background checks must be submitted by December 1 of the current year. Licenses will expire on December 31 of the current year if the renewal application, renewal fee, and background checks are not timely submitted.

**Fees due upon approval of application**

Issuance fee for a grower license \$50.00

**Upon approval of this application, the above amount will be due.**

Submit Application

Application Submitted. Your application number is #185. You should receive a response from Georgia Department of Agriculture within 10 business days.



# License Application: A00185 Grower

Application #185

Submitted By: John Doe

Date: 10/27/2021

Actions

Application History

Applicant Information License Type Key Participants Directory Sites Attachments Affirmations **Submit**

< Affirmations

**Applicant**

Hemp Test, LLC

**Application Number**

A00185

**Status**

Submitted

All costs associated with the production or processing of hemp are the responsibility of the Licensee including, but not limited to, costs for sampling and testing of hemp plants and hemp products.

The Annual Hemp Grower License fee is \$50.00 per acre intended to be cultivated (up to a maximum fee of \$5,000.00) annually.

Renewal applications, annual license fees, and annual criminal background checks must be submitted by December 1 of the current year. Licenses will expire on December 31 of the current year if the renewal application, renewal fee, and background checks are not timely submitted.

**Fees due upon approval of application**


Issuance fee for a grower license	\$50.00
-----------------------------------	---------

**Upon approval of this application, the above amount will be due.**

< Affirmations

Once you have clicked on the Submit Application button, a green bar will appear at the top of the page if the application has been submitted correctly. You will receive an email with confirming the application was submitted. The email will also provide further information and instructions on providing Background Checks for the Key Participants.

### Hemp Application - Revisions Needed

 donotreply@mi-corporation.com  
To Arrington, Jamie

Reply Reply All Forward

Tue 11/2/2021 11:30 AM

If there are problems with how this message is displayed, click here to view it in a web browser.  
Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

**CAUTION: This email originated outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.**



Application # 201 for Hemp Test, LLC, John Smith Doe has been denied for the following reason: "Please see highlighted tabs on the application. Clarification/Corrections are needed on these sections of the application."

Visit the link below to revise and resubmit:

<https://gaag.micorp.io/hempdev/Application/Index?programId=10&permitApplicationNumber=201>

Georgia Department of Agriculture  
19 M.L.K. Jr Dr SW  
Atlanta, GA 30334

After submitting your application, if program staff find errors/details on the application that need correcting, program staff will push back the application for you to review and make corrections. You will receive an email similar to the screenshot seen here. Click the link in the email to return to your application to make corrections.



# License Details: 13\_2012 Grower

[Application](#)[History](#)[Applicant Information](#)[License Type](#)[Key Participants \\*](#)[Director](#)[Sites \\*](#)[Attachments \\*](#)[Affirmations](#)[Submit](#)

Actions

[Save Draft](#)[License Type >](#)**Applicant Type \*** Company**Application Number**

A00201

**Status**

Revisions

**Existing License or Application****Company Name \*** Hemp Test, LLC**EIN \*****Company Full Legal Name \***

Hemp Test, LLC

**Primary Business Contact Name \***

Jane Smith Doe

**Legal Mailing Address \***

1111 Test Address

Griffin

GA

30223

**Telephone \***

2223334444

**Email \***

jarrington@agr.state.ga.us

Company Physical Address is same as mailing address

**Address \***

1111 Test Address

Griffin

GA

30223

[License Type >](#)

Once you click on the link provided in the email, you will return to your application. In the screenshot provided, the Key Participants, Sites, and Attachments tabs are highlighted. This means there is something in these sections that needs to be reviewed/corrected. Click on each tab to go to that section.

**Applicant**  
Hemp Test, LLC

**Application Number**  
A00201

**Status**  
Revisions

Georgia Hemp Grower License applicants must provide information on each grow site and storage site property (if you intend to store/handle/dry hemp\*). Each individual property must be reported separately below. See below description for requirements for each property site type

\* The term "Handle" is defined in part as "to possess or store hemp plants for any period of time on premises owned, operated, or controlled by a person licensed to cultivate or process hemp" (40-32-1-.02). Handling includes drying hemp plants after harvest. Hemp Growers only have two options for drying hemp, 1) dry hemp onsite or 2) the processor dries the plants.

**Grow Site Property:** Georgia Hemp Grower License applicants must provide a legal description, whether it is a field or a covered growing facility, along with copies of relevant easements or licenses as proof of legal authority to cultivate hemp on the site. Latitude and Longitude must be provided along with an aerial map or photograph (satellite imagery) that clearly shows the boundaries and dimensions of each grow site (field or covered growing facility).

**Storage Site Property:** Georgia Hemp Grower License applicants must provide a legal description for each storage site property along with copies of relevant easements or licenses as proof of legal authority to cultivate hemp on the site. Latitude and Longitude must be provided along with an aerial map or photograph (satellite imagery) that clearly shows the boundaries and dimensions of each storage site.

It is also your responsibility to report your crop to your local USDA Farm Services Agency. Your hemp crop must be reported after planting and before July 15 of each growing year. [USDA Service Center Locator](#)

As the licensee, we recommend you contact your Georgia county extension offices and county Sheriff's offices to report you are licensed and report all growing, drying, and processing sites. If you do not know your local sheriff, we suggest a web search on your county name and the word "sheriff" to locate your county office. For example: "Fulton County, Sheriff".

Hemp must not be cultivated, handled, harvested, or stored in any location that is not listed in the Hemp Grower License Application.

- I attest that I have read the preceding information and that I agree to each of the following:
- Hemp must not be cultivated, handled, harvested, or stored in any location that is not listed in the Hemp Grower License Application.
  - Hemp must not be cultivated, handled, harvested, or stored in any building or structure used for residential purposes.
  - Any Licensee who cultivates more acres or square footage than that which is listed below will be deemed to have violated their Hemp Grower License and will be subject to enforcement under the Georgia Hemp Farming Act and these Rules.
  - I attest that the information submitted above regarding property designated to cultivate, handle, and store hemp is true and correct. I further attest that I have legal permission to cultivate, handle, or store hemp, as applicable, on the designated property.

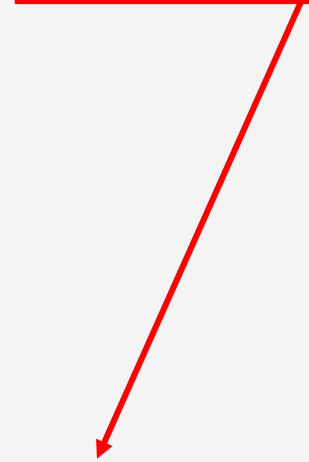
**Sites**

Show 10 entries

Site Name	Site Activity	Size	Lat/Long	Variety	Status	Actions
Field 1	Field	400ac	33.170695 / -84.359007		Active	<b>View/Edit</b> Delete
Greenhouse #1	Covered Growing Facility	35000sf	32.823914 / -83.610373		Active	View

Showing 1 to 2 of 2 entries

In this screenshot, the applicant selected the Sites tab to review the issue noted by program staff. As you can see the Field 1 site is highlighted. This means program staff have noted an issue with this site. Click on View/Edit highlighted by the red circle below to view the site and make changes.



Latitude \*

33.170695

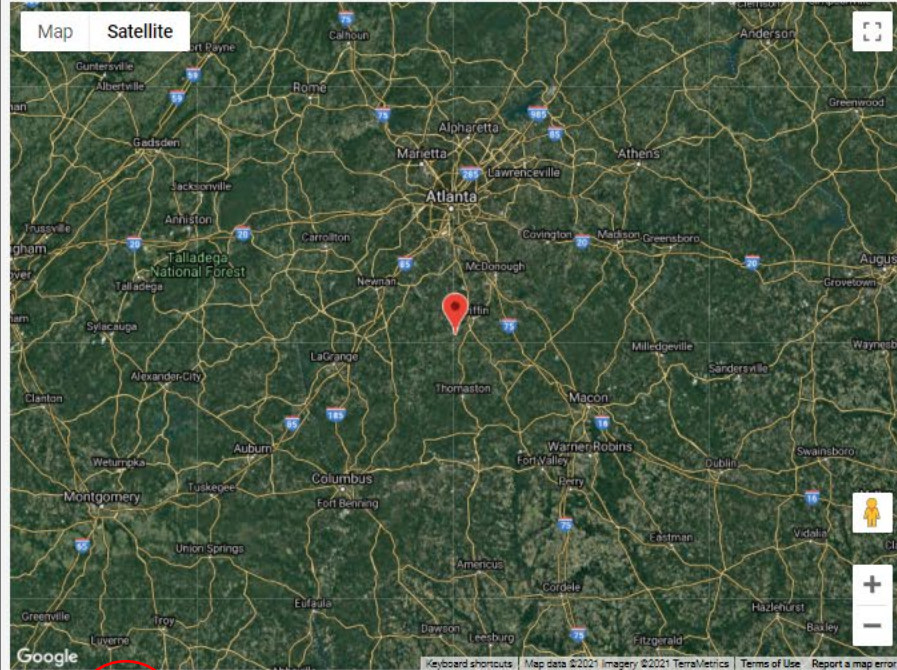
Longitude \*

-84.359007

Press **F11** to exit full screen

Manually enter coordinates or use the map below to select your site location. Coordinates should be entered in decimal degrees with 6 decimal places (ex 34.000000, -84.000000). If using the map make sure to zoom in and pan to the correct location for best results.

Edit Map



Site Address [Review](#)

Street \*

183 Ashley Glen Dr

City \*

Williamson

State \*

GA

Zip \*

30292

County \*

Pike

[Create Annotated Aerial Image](#)

Growers are required to submit an aerial map or photograph (satellite imagery) that clearly shows the boundaries and dimensions of each grow site (field or greenhouse). This must be uploaded on the Attachment page. The link above is being provided to Georgia Hemp Grower and Processor applicants to assist in creating an aerial image with boundaries of a field, covered growing facility, storage, or processing site(s). Use of this tool is optional, however an aerial map or photograph (satellite imagery) is still required.

The license fee will not be prorated for fractions of acres. Fractional acreage will be rounded up to the next whole number for fee calculation purposes.

Size \*

400

ac

Each covered growing facility (e.g. greenhouse or other structure) in which hemp is cultivated will be considered a separate acre for fee calculation purposes.

Save

Cancel

In this screenshot, the applicant clicked on the View/Edit of the Field Grow Site that was highlighted in the previous screen. On this page, there is a red Review Link beside the Site Address which means program staff have noted there is an issue with the site address. Click on Review which is highlighted by the red circle.



Example Legal Description

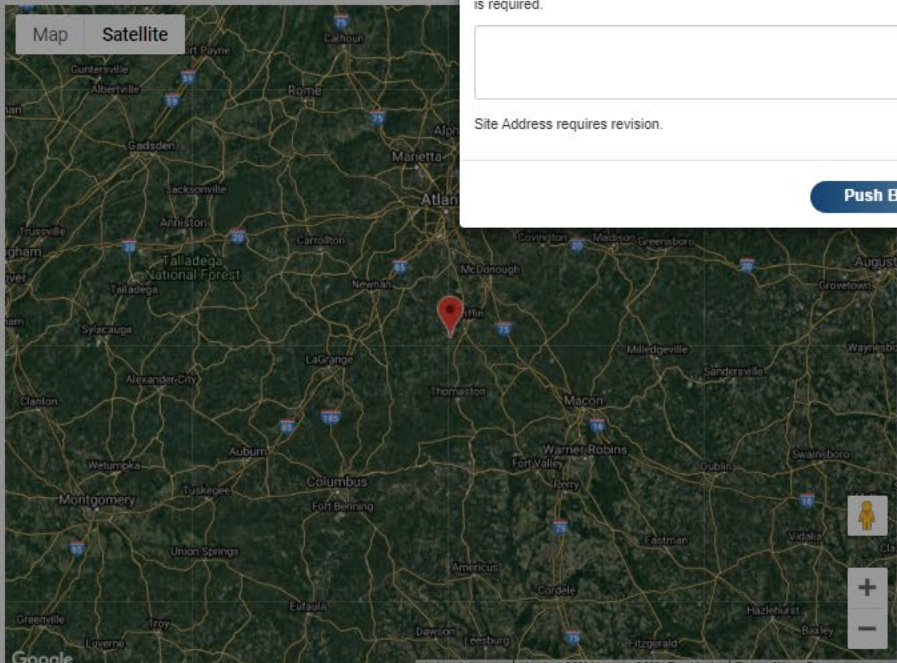
Latitude \* Longitude \*

33.170695 -84.359007

Manually enter coordinates or use the map below to select your site to 6 decimal places (ex 34.000000, -84.000000). If using the map make s

Edit Map

Map Satellite



Site Address **Review**

Street \* City \* State \* Zip \* County \*

183 Ashley Glen Dr Williamson GA 30292 Pike

Create Annotated Aerial Image

Growers are required to submit an aerial map or photograph (satellite imagery) that clearly shows the boundaries and dimensions of each grow site (field or greenhouse). This must be uploaded on the Attachment page. The link above is being provided to Georgia Hemp Grower and Processor applicants to assist in creating an aerial image with boundaries of a field, covered growing facility, storage, or processing site(s). Use of this tool is optional, however an aerial map or photograph (satellite imagery) is still required.

The license fee will not be prorated for fractions of acres. Fractional acreage will be rounded up to the next whole number for fee calculation purposes.

Size \* 400 ac

Each covered growing facility (e.g. greenhouse or other structure) in which hemp is cultivated will be considered a separate acre for fee calculation purposes.

Field Revision - Site Address

Comment History

11/02/2021 Reviewer: Applicant indicated on the application this was a field grow site. This appears to be a residence. The Georgia Hemp Farming Act states it shall be unlawful for any person to cultivate or handle hemp in any structure that is

Before revising this field, please provide a response for review to the comment history. This is required.

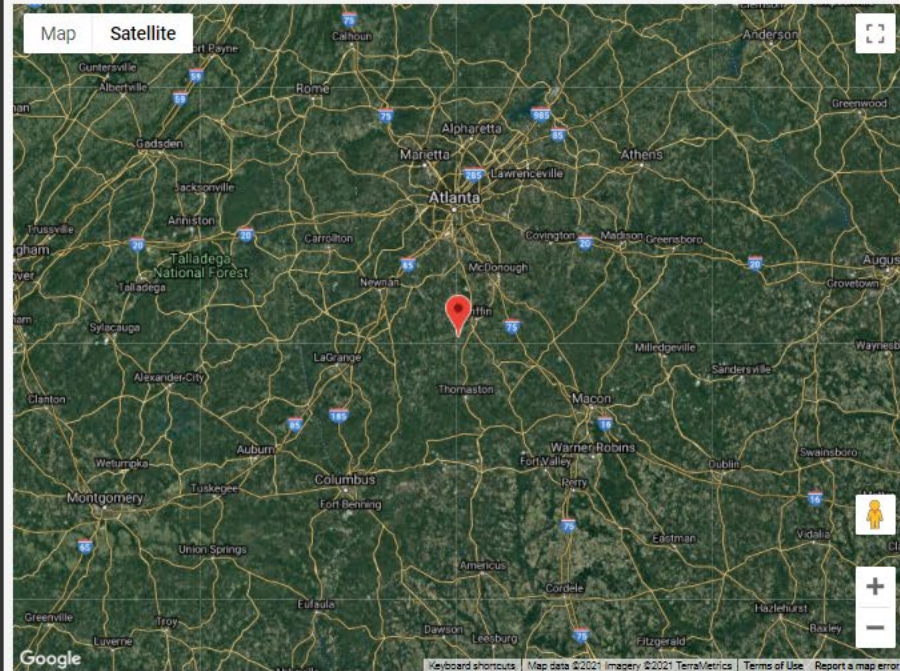
Site Address requires revision.

Push Back Cancel

In this screenshot, the applicant clicked on the Review Link in the previous site screen. The comment box to the left appears in which program staff have noted the issue with the site. The issue at hand is the applicant indicated on the application the site was a field grow site, but the address/GPS coordinates listed is for a residential house. The applicant must clarify/correct the location of the grow site.

Manually enter coordinates or use the map below to select your site location. Coordinates should be entered in decimal degrees with 6 decimal places (ex 34.000000, -84.000000). If using the map make sure to zoom in and pan to the correct location for best results.

Edit Map



#### Site Address Review

Street *	City *	State *	Zip *	County *
<input type="text" value="32 Brown Station Dr"/>	<input type="text" value="Williamson"/>	<input type="text" value="GA"/>	<input type="text" value="30292"/>	<input type="text" value="Pike"/>

#### Create Annotated Aerial Image

Growers are required to submit an aerial map or photograph (satellite imagery) that clearly shows the boundaries and dimensions of each grow site (field or greenhouse). This must be uploaded on the Attachment page. The link above is being provided to Georgia Hemp Grower and Processor applicants to assist in creating an aerial image with boundaries of a field, covered growing facility, storage, or processing site(s). Use of this tool is optional, however an aerial map or photograph (satellite imagery) is still required.

The license fee will not be prorated for fractions of acres. Fractional acreage will be rounded up to the next whole number for fee calculation purposes.

Size *
<input type="text" value="400"/> ac

Each covered growing facility (e.g. greenhouse or other structure) in which hemp is cultivated will be considered a separate acre for fee calculation purposes.

Once changes have been made to the site to correct the address and GPS coordinates, click Save at the bottom of the screen highlighted by the red circle. Once all corrections have been made to each highlighted tab, go to the Submit tab and submit the application for re-review.

# License Application: A00186 Grower

License History

License Particulars Key Participants Directory Sites Attachments Pay

< Affirmations

**Applicant**

King B Hemp

**Application Number**

A00186

**Status**

Awaiting Payment

All costs associated with the production or processing of hemp are the responsibility of the Licensee including, but not limited to, costs for sampling and testing of hemp plants and hemp products.

The Annual Hemp Grower License fee is \$50.00 per acre intended to be cultivated (up to a maximum fee of \$5,000.00) annually.

Renewal applications, annual license fees, and annual criminal background checks must be submitted by December 1 of the current year. Licenses will expire on December 31 of the current year if the renewal application, renewal fee, and background checks are not timely submitted.

**Fees due now**

Issuance fee for a grower license \$400.00

**Previously Charged** \$0.00

**Amount Due** \$400.00

The above amount is due now.

The final step of your application is to make payment. You will only be able to do this after your application has been fully cleared (including approved background checks).  
  
Confirm the fee is correct and proceed with "Submit Application"

Submit Application



< Affirmations



## How would you like to pay?


**Card**

PAY BY

**eCheck**

PAY WITH



[Cancel Order](#)

Choose your payment method then enter your billing and payment info on the next screen. Double-check your fee total amount.

When ready, click Next.

## Billing Information

\* Required field

First Name \*

Last Name \*

Company Name

Address Line 1 \*

Address Line 2

City \*

Country/Region

State/Province \*



Zip/Postal Code \*

Phone Number \*

Email \*

## Payment Details

Card Type \*

 Visa   Mastercard

Card Number \*

Expiration Month \*  Expiration Year \*

CVN \*  This code is a three or four digit number printed on the back or front of credit cards.

Cancel

Next

## Your Order

Total amount **\$400.00**

Card selected. [Change payment method](#)

Confirm your payment info and click Pay. After submitting payment you will receive an email receipt from CyberSource (our payment processor). If the payment was successful you will then receive the final approval email with a copy of your license. Please save and print your license for record keeping purposes.

## Review your Order

### Billing Address

Hemp Test  
19 Martin Luther King Jr. Dr. SW  
Atlanta  
Georgia  
30334  
United States of America

### Payment Details

Card Type	Visa
Card Number	xxxxxxxxxxxx1111
Expiration Date	11-2021

### Your Order

Total amount	\$400.00
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Back

Pay

[Cancel Order](#)