

<b>Bulletin Number:</b> MT_IB_0032	<b>Distribution Date:</b> 12/31/21	<b>Effective Date:</b> 1/1/2021
<b>Contact Point:</b> Metrc® Support	<b>Subject:</b> Metrc Tag Costs	
<b>Reason:</b> Metrc and the CCD are providing notice of the changes in the tag ordering process and tag costs		

Greetings Metrc Users,

Metrc, working with the Cannabis Control Division (CCD) in preparation for implementing the Adult Use Program, is providing notice on the changes for the tag ordering process.

After **January 1<sup>st</sup>**, the industry license will pay all tag and shipping costs. For payment, there are options for either credit card or check.

Please note: The tags used for all licenses will remain the yellow, medical tags currently in use and will be used for Adult-Use and Medical Dispensary licenses

See the following pages for more details:

### **Metrc Tags**

On January 1<sup>st</sup>, 2022, the licensees will pay the cost of Metrc tags and shipping. Users will notice that the options have changed for payment. There are two options for payment: Credit Card and Check.

Additionally, users should note that the tags used for all licenses will continue to be the yellow medical tags already in use. So when ordering tags, users will only see options for medical plant and package tags. All tags already ordered and received before January 1<sup>st</sup> will still be available for use.

*Please note that tag ordering will be unavailable on January 1<sup>st</sup> and 2<sup>nd</sup>, and functionality will return to normal on January 3<sup>rd</sup>. Any orders using the check payment option will be placed, but tags will not be printed and shipped until the check is received.*

The new payment options are shown below in **Figure 1**.

### New Tag Order

**Order Details**


<b>Facility License</b>	PACIFIC VALLEY C-159136-001	<b>Medical Plant</b>	<input type="text" value="300"/>	x	(\$0.5000 ea., 5,000 max.)	\$150.0000
<b>Physical Address</b>	521 N WILLSON AVE BOZEMAN, MT 59715	<b>Medical Package</b>	<input type="text" value="150"/>	x	(\$0.2900 ea., 1,000 max.)	\$43.5000
<b>Subtotal</b>						\$193.50

**Shipping Details**

Contact Name	<input type="text" value="Joe Brown"/>	<b>Calculate Total</b> v	
Phone No.	<input type="text" value="3344678086"/>		
Copy from	Facility v	<b>Shipping/Handling</b>	--
Ship Address *	<input type="text" value="521 N WILLSON AVE"/>	<b>Taxes</b>	--
Address Cont.	<input type="text"/>	<b>Total Amount</b>	--
City	<input type="text" value="BOZEMAN"/>		
State + Zip	MT v <input type="text" value="59715"/>		

\* Tags cannot be shipped to P.O. Boxes

**Payment methods**

Credit card 

Check or Money Order

**Please note:**  
You MUST place separate Tag Orders for each Facility. Plant and Package Tags are programmed for each of your Facilities individually and are placed within your Metrc account automatically once received.  
Make sure that you are in the correct Facility within Metrc when you place the order.  
**Tag Orders are not transferrable between Facilities.**  
All Tag Orders are final, so we recommend that you place your orders carefully.

**Figure 1: New Tag Order Action Window with Payment Options**

Please feel free to contact support at [support@metrc.com](mailto:support@metrc.com) or 877-566-6506 with any questions.