

Bulletin Number: MO_IB_0013	Distribution Date: 2/1/22	Effective Date: 02/01/22
Contact Point: Metrc® Support	Subject: New Tag Order Process Update	
Reason: Metrc is providing an update on the tag ordering process and payments		

Greetings Metrc Users,

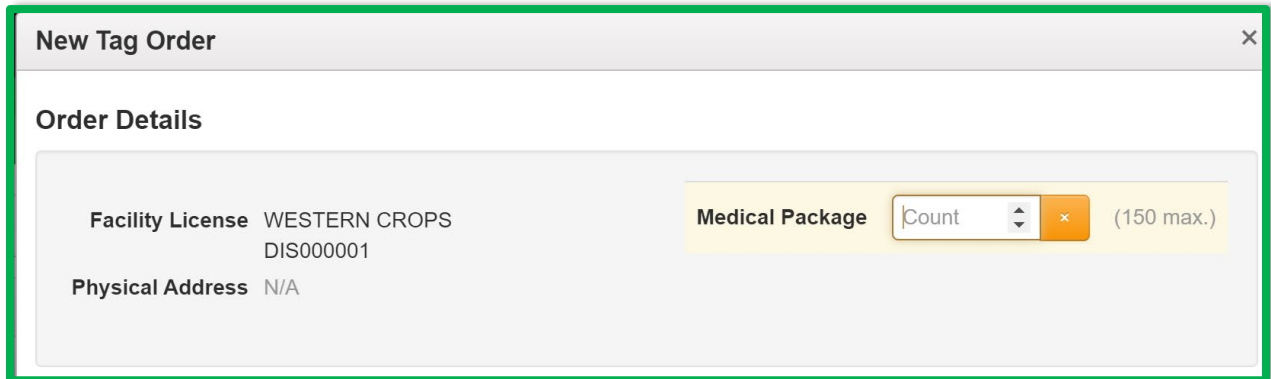
Metrc is providing information regarding an agreement with Missouri on future tag orders. Starting on **February 1st**, all tag orders will not have a tag charge associated by Metrc until further notice. The upcoming tag ordering expectations are as follows:

- I. Tag orders will follow a similar process that licensees are already accustomed to through the industry portal.
- II. Metrc is enabling maximum (“Max”) tag amount to order per license type.
- III. Metrc is suspending any future tag purchase agreements and existing agreements will be superseded by the arrangements described in this bulletin.

Please find on the following pages a detailed description of the changes:

Tag Ordering Functionality

All active licensees, who order tags, will follow the same tag ordering process as before as seen in **Figure 1**. The new process will have a charge of \$0.00 per plant and package tag. There will continue to be a shipping and handling cost per order.



The screenshot shows a web application window titled "New Tag Order" with a close button (X) in the top right corner. Below the title bar is a section labeled "Order Details". Inside this section, there are three rows of information: "Facility License" with the value "WESTERN CROPS DIS000001", "Physical Address" with the value "N/A", and "Medical Package" with a dropdown menu set to "Count" and a maximum value of "(150 max.)". The dropdown menu has a small "x" button next to it.

Figure 1: Placing a tag order

Tag Limit Details

The number of tags available for order will match with the defined needs of each licensed business operating in Metrc. Due to the differing tag needs of each business based upon license type, there will be maximum (“Max”) settings per license type.

- Cultivators
 - Plant Tags: Max 7,500
 - Package Tags: Max 2,000
- Product Manufacturers
 - Package Tags: Max 2,500
- Testing
 - Package Tags: Max 100
- Dispensary
 - Package Tags: Max 150

The max setting is intended to be calculated based on the formula – (Max – Available Unused Tags (on Hand) – Shipped (in transit) – On Order (all statuses except voided) = Amount Available to Order). In cases where there is a need for an increase in tag orders due to operating needs, Metrc and DHSS will have an approval process. This process will require licensees to first email into support@metrc.com with the subject “Increase Tag Limit Request” and outline the requested amount to increase. The intent is not to prohibit these orders, but rather assess them for reasonableness with DHSS.

Tag Purchase Agreements

All Tag Purchase Agreements that Metrc has entered into with licensees will now be superseded by the agreement made with Missouri where tag costs will not be charged without a further notice. Metrc will not be planning to enter into any further Tag Purchase Agreements with future credentialed licensees.

Please feel free to contact support at support@metrc.com or 877-566-6506 with any questions.