

Bulletin Number: DC_IB_0028	Distribution Date: 4/14/20	Effective Date: 4/13/20
Contact Point: Metrc® Support	Subject: Patient Sales Deliveries	
Reason: Allow Medical Marijuana Dispensaries to record a sales delivery of Medical Marijuana to a qualifying patient.		

Greetings Metrc Users,

The bulletin provides information on how to conduct Sales Deliveries for qualifying patients in Metrc.

Sales Deliveries

With the update implemented, employees who need access must be granted the permission by the Metrc admin, or an employee who can update employee permissions. The permission will be found within the Sales Menu for Medical Marijuana Dispensaries only.

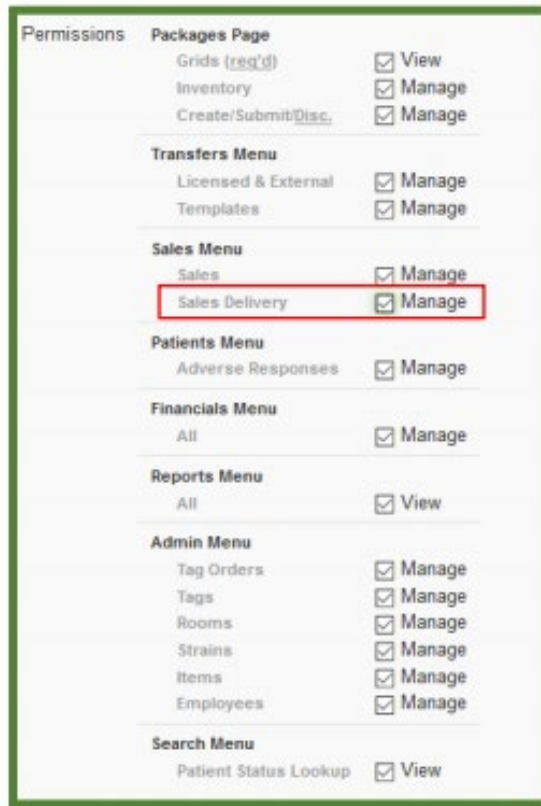


Figure 1: Employee Permissions

Once the permission is granted to a user, the sales delivery option can be found beneath the Sales Area on the navigation bar as shown in **Figure 2**.

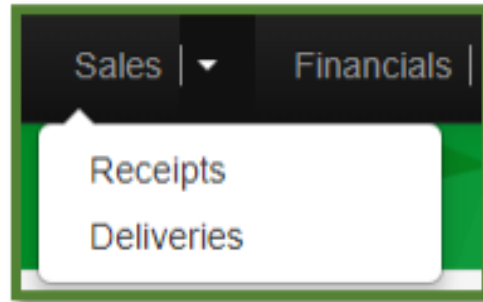


Figure 2: Selectable Sales Options

In Metrc, sales deliveries are reported differently than in-store sales receipts. Reporting a sales delivery as an in-store sales receipt within Metrc will not meet the regulatory requirements. To differentiate the two, please see the following.

- Sales receipts would indicate the transaction took place within the licensed premise of the Medical Marijuana Dispensaries.
- Sales deliveries would indicate active inventory within a Medical Marijuana Dispensary was taken off the licensed premises and delivered to a patient.
- Medical Marijuana Dispensaries should never be recording the same transaction as a sales receipt and delivery.

Just like a transfer manifest is created within Metrc, a sales delivery manifest is required to be created once the order has been placed by the patient as shown in **Figure 3** below. When recording the necessary information within the sales delivery manifest, it is important to ensure the patient number accurately reflect the card number provided to the Medical Marijuana Dispensary.

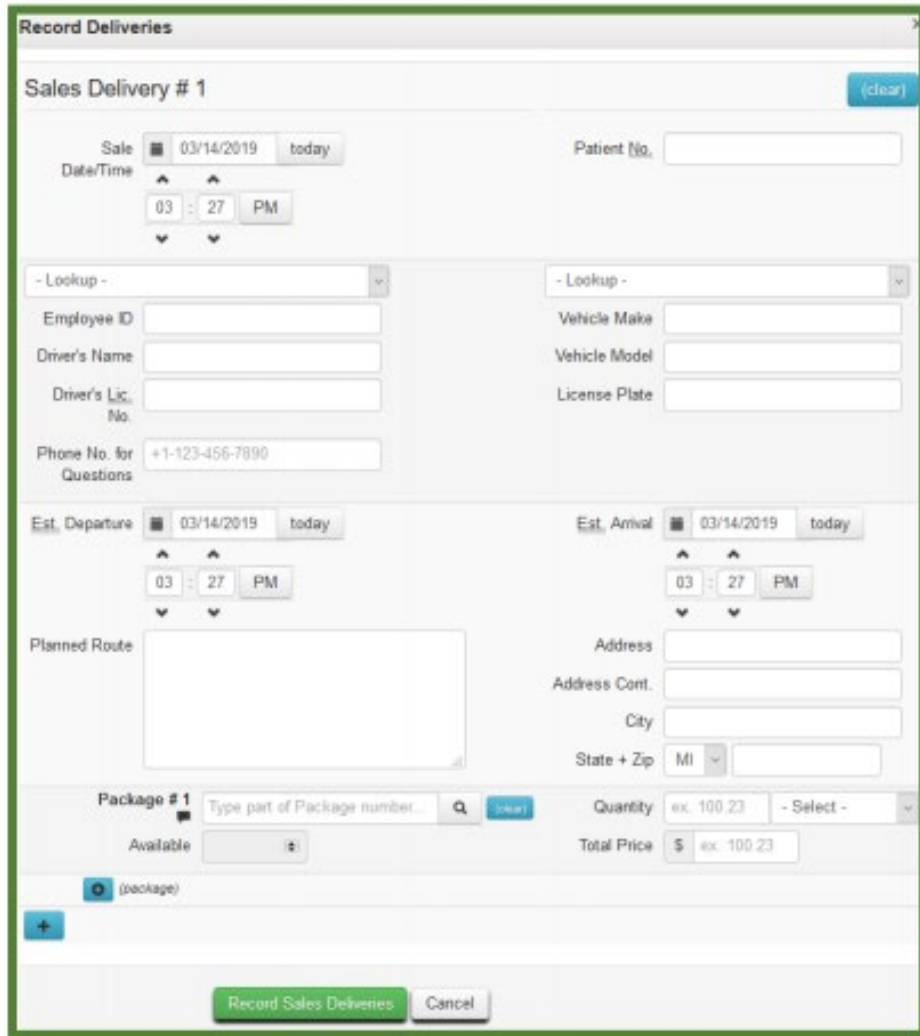


Figure 3: Recording Sales Deliveries

Each delivery to a patient should be recorded separately. If a Medical Marijuana Dispensary is making multiple deliveries, the planned route should notate this information. Once the sales delivery is recorded, it is considered open in Metrc. As you will see below, there are two completed Sales Deliveries that cannot be edited once the “Complete” button on the far right is selected by the Medical Marijuana Dispensary’s employee as shown in **Figure 4** below. If the delivery is still open, the employee can edit, or void as needed.

Sales Deliveries												
Delivery	Sales	Customer Type	Patient	Driver	Vehicle Info	ETD	ETA	AA	Completed	Pkg's	Total	State
000000011	11/13/2018 11:54 pm	Patient	P01F-351B-AB89-9E41	Bruno Mars	Make: Porsche Model: 911 Lic. Plate: GRLLAN	11/13/2018 11:14 pm	11/13/2018 11:14 pm	11/13/2018 11:14 pm	11/13/2018 11:16 pm	1	\$1,111.00	Completed
000000006	02/27/2018 05:01 am	Patient	P-1234-567-890	Bruno Mars	Make: Lamborghini Model: Huraca Lic. Plate: GRLLAN	02/27/2018 05:01 am	02/27/2018 06:01 am	02/27/2018 06:01 am	10/08/2018 12:45 pm	1	\$100.00	Completed
000000001	11/29/2017 10:50 am	Patient	P11M-3C95-2370-098D	Bruno Mars	Make: Lamborghini Model: Huraca Lic. Plate: GRLLAN	11/29/2017 10:52 am	11/29/2017 11:50 am			1	\$75.00	Shipped

Page 1 of 1 | 20 rows per page | Viewing 1 - 3 (3 total)

Figure 4: Sales Deliveries Grid

When a delivery is recorded in Metrc as “Complete”, the inventory is removed from the package and marked as a delivery. *Remember, you should NOT report a “Sale Receipt” and a “Sale Delivery” for the same transaction. This will cause inventory to be removed from the affected package twice and the patient allotments will be deducted twice as well. See the example below in Figure 5.*

50 Each accepted from Manifest # 0000001003 by
Sold 5 Each from Package on Receipt 0000000031 on 1/23/2019
Sales Return of 1 Each to Package on Receipt 0000000031 on 1/23/2019
Sold 1 Each from Package on Delivery 0000000006 on 1/28/2019

Figure 5: Packages History Example

Sales Deliveries API Impact

If a Medical Marijuana Dispensary plans to report sales deliveries through their Point-of-Sale (POS) system. Please note the sales delivery manifest can only be printed within your Metrc account. The Metrc API will allow for the creation/reporting of sales deliveries, but Medical Marijuana Dispensaries should ensure the following.

- Confirm with your POS provider that sales deliveries are being reported into Metrc as deliveries and not receipts.
- Log into Metrc prior to departure and print out the Metrc Sales Delivery manifest.
- Do not create both a sales delivery in Metrc manually and in your POS system separately as you will likely be recording the transaction twice.

If your POS system does not currently differentiate between sales deliveries and receipts, your sales data may be reported inaccurately. Metric provides documentation [here](#) for integrators to reference the new available endpoints for the sales section.

The new endpoints that will be available for POS systems to utilize the sales delivery section of the Metric API are outlined below.

- POST /sales/v1/deliveries
- PUT /sales/v1/deliveries
- PUT /sales/v1/deliveries/complete
- DELETE /sales/v1/delivery/{id}

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