Metrc Support Bulletin

Bulletin Number: MA_IB_0056	**Distribution Date**: 8/4/22	**Effective Date**: Ongoing
Contact Point: Metrc® Support	**Subject**: Trade Samples	
Reason: Metrc is providing guidance on the functionality that should be used for Trade Samples.		

Greetings Users,

Metrc in conjunction with the CCC are pleased to provide information on an update that will allow industry users to create Trade Samples. Trade Samples are samples created by licensees and provided to other licenses, and/or employees. This bulletin provides information on the process licensees will need to follow in order to designate packages as a trade sample.
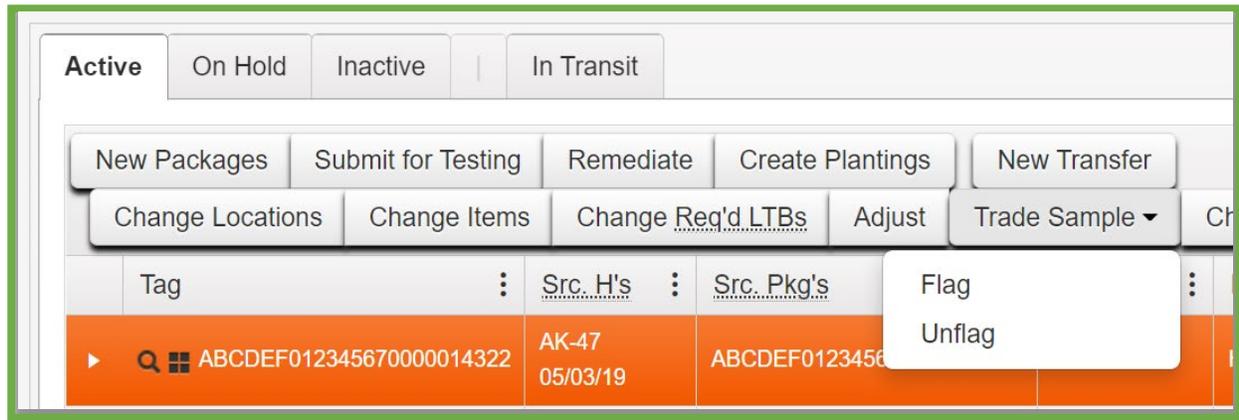
Please note, all references to "Trade Samples" aligns with the CCC's definition of "Vendor Samples". Trade Samples are not to be sold for any dollar amount and are for the strict purpose of allowing other licenses to test new products.

Please see the following pages for more details:

Metrc Support Bulletin

Trade Sample Toggle Button

The ability to create trade sample packages will now be able to be toggled marking/unmarking a package as a trade sample without creating a new package. This functionality is designed to provide an avenue for corrective action if a mistake is made.

To use this feature, select the package, then use the new Trade Sample button and select "Flag" or "Unflag". This step can be seen below in **Figure 1.**

Figure 1: Trade Sample Button

Note: Once transferred to another licensed facility, the ability to add or remove the trade sample identifier is removed

Column and Identifier

There is the ability to add "Trade sample" to the grid's visible columns. By pressing the three dots at the header of any column, continue through "columns" and enable "Trade Sample". It will then populate in the package's grid header (Shown in **Figure 2**). If the Package is a trade sample, it will have a "yes" identifier (Shown in **Figure 3**).

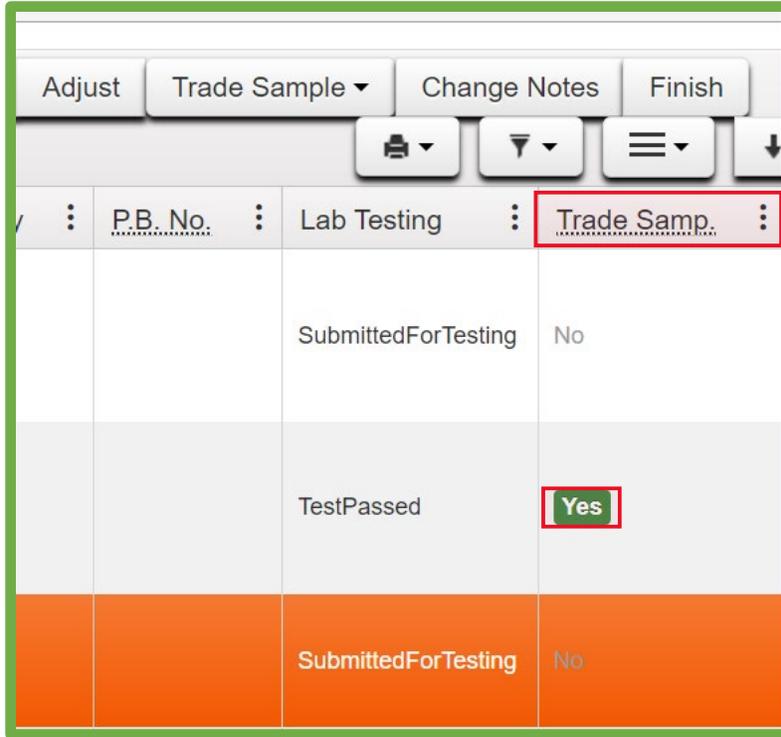**Figure 2: Available Trade Source Columns**

Figure 3: Identifier

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