



Bulletin Number: CO_IB_1.3.2025_Manifest Updates	Distribution Date: 1/3/2025	Effective Date: 1/15/2025
Contact Point: Metrc Support	Subject: Metrc Transportation Manifest Updates	
Reason: To inform of changes to Metrc Transportation Manifests		

Greetings,

As of December 4th, 2024, the Colorado Marijuana Enforcement Division (MED) no longer requires signatures on Metrc Transportation Manifests. Due to this change, the signature boxes will no longer be visible for these Manifests starting on January 15, 2025.

Please read on for detailed information regarding this change.

Updates to Metrc Transportation Manifests

The signature areas on the Licensed Transfer Manifest will be removed on January 15, 2025, as it is no longer required by the MED as of December 4th, 2024 – **see Figure 1.**

MARIJUANA ENFORCEMENT DIVISION 			
MARIJUANA TRANSPORTATION MANIFEST			
All sales transactions are to be completed prior to transportation of any MARIJUANA. The receiving entity may reject product delivered, but amount delivered must be limited to amount agreed upon in prior sales transaction.			
Manifest No.	0000000066	Date Created	11/26/2024 11:02 AM
Originating Entity	CO LOFTY ESTABLISHMENT, LLC		For MED Use Only
Originating License Number	403-X0001		
Address of Originating Entity	1697 Cole Blvd. Suite 200 Lakewood, CO 80401 County: Jefferson		
Phone No. of Originating Entity	+1-800-420-0246		
1. Destination	CO LOFTY ESTABLISHMENT, LLC	Destination Phone No.	+1-800-420-0246
Invoice Number	Invoice 123		
Destination License Number	402-X0001	Date and Approx. Time of Departure	11/27/2024 10:02 AM
Address of Destination	1697 Cole Blvd. Suite 200 Lakewood, CO 80401 County: Jefferson	Date and Approx. Time of Arrival	11/27/2024 10:02 PM
		Date/Time Received	
		Notes: details for extenuating circumstances (e.g., road closure, flat tire, etc.)	
Route to be Traveled			
I will use this route.			
1. Outbound Transporter	CO LOFTY ESTABLISHMENT, LLC	No Layover Scheduled	
Transporter License Number	403-X0001		
Address of Transporter	1697 Cole Blvd. Suite 200 Lakewood, CO 80401 County: Jefferson		
Contact Phone No. for Inquiries: 123.456.7890			
Name of Person Transporting	X	Occupational No. of Driver	X
State Driver's License No.	X		
Make, Model, License Plate No.	X X X		Leg of Layover Trip
1. Package Shipped	Production Batch No.	Item Name	Quantity
ABCDEF012345670000017359 Lab Test: NotSubmitted		Buds - Spring Hill Kush (Buds)	Shp: 11 oz
Item Details Strain: Spring Hill Kush			
Source Harvest 2024-10-07-Harvest Location-M			
2. Package Shipped	Production Batch No.	Item Name	Quantity
ABCDEF012345670000017360 Lab Test: NotSubmitted		Buds - Spring Hill Kush (Buds)	Shp: 8 oz
Item Details Strain: Spring Hill Kush			
Source Harvest 2024-10-07-Harvest Location-H			
3. Package Shipped	Production Batch No.	Item Name	Quantity
ABCDEF012345670000017361 Lab Test: NotSubmitted		Buds - Spring Hill Kush (Buds)	Shp: 13 oz
Item Details Strain: Spring Hill Kush			
Source Harvest 2024-10-07-Harvest Location-M			
By receiving this transfer in Metrc, the licensed employee is confirming all contents of this shipment have been provided by the originating business and all package weights or quantities are accurate. For instances where rejection is needed, the licensed employee rejecting this transfer, or part of this transfer, is also responsible for rejecting any items that are not physically received or are being returned to the originating entity.			

Figure 1: Updated Transfer Manifest

Metrc LLC
For additional support,
please visit Support.Metrc.com

A new disclaimer has been added to the bottom of the Transfer Manifest, which is highlighted in **Figure 1**, and states:

“By receiving this transfer in Metrc, the licensed employee is confirming all contents of this shipment have been provided by the originating business and all package weights or quantities are accurate. For instances where rejection is needed, the licensed employee rejecting this transfer, or part of this transfer, is also responsible for rejecting any items that are not physically received or are being returned to the originating entity.”

If a user does not know how to create a Licensed Transfer Manifest or does not know how to accept/reject/void a Licensed Transfer Manifest, please refer to Metrc Expert or Metrc Learn. For more information about Metrc Expert, refer to the [Metrc Expert Bulletin](#) and for more information about Metrc Learn, see below.

Metrc Resources

If you have any questions, or need additional support, the following resources are available:

Contact Metrc Support

By using the new full-service system by navigating to [Support.Metrc.com](https://support.metrc.com), or from the Metrc System, click Support and navigate to support.metrc.com and it will redirect you to the portal.

Please note: If accessing the portal for the first time, a username (which is established when logging in), the respective state and “Facility license number”, and a valid email to set a password are required.

Metrc Learn

Accessing the new [Metrc Learn](#) LMS is simple through multiple convenient locations:

From within the Metrc system

Navigate to the Support area dropdown on the navigational toolbar and select “Sign up for Training” to register.

From the Metrc website

Navigate to your [state’s partner page](#) and scroll down to the “Metrc’s Training Resources” section to find the link.

Also, save the link – <https://learn.metrc.com> – as a bookmark in your preferred web browser. If you have the existing link saved as a bookmark, please replace it with the new link.

Access additional resources

In the Metrc system, click on the Support area dropdown on the navigational toolbar and select the appropriate resource, including educational guides, manual, and more.

Thank you for your continued partnership.