



# Welcome to Metrc

New York Cultivators Webinar – December 10, 2025

# Thank you for joining us today!

Meet the Metrc team



**Brent Doherty**  
Regional Director,  
Customer Success



**Jessica Painter**  
Manager,  
Customer Success

# Agenda

- 1 **Metrc New York implementation**
- 2 **License specific guidance**
- 3 **API integrations and resources**
- 4 **Q&A**

# Implementation plan

Key milestones for your licensed facility type

# Cultivation timeline & milestones

*Available since November 7<sup>th</sup> – Tips and reminders.*



**1**

Register for Metrc Learn and complete **New Business Fundamentals**

**2**

Receive and validate log in credentials from Metrc by logging in

**3**

Admin sets up Metrc account

**4**

Start conducting Beginning Inventory process

# Inventory tracking

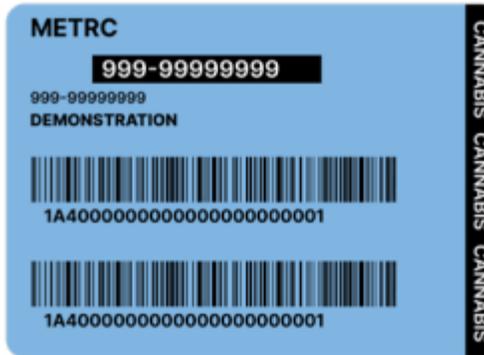
Overview

# Metric tracked inventory

*For licensed business operating in New York, there are three types of tracked inventory in Metric.*



**Plants**



**Packages**



**Retail Items**

(individual units)

Each type includes a unique identifier (UID), which is made up of a unique set of numbers and letters, that identifies individual plants, packages, or product units in the Metric system for compliance, transparency, and traceability.

# Metric tracked inventory

*Plant, Package, and Retail Item identifiers do not expire.*

Type	Description	Use case	Cost	Who can order
<b>Plant UID</b>	<p>A UID printed on a tracking tag and affixed to an individual plant with a plant strap. Each tracking tag has a Radio Frequency Identification (RFID) inlay that passively emits a signal to identify each plant in your cultivation facility.</p> <p><b>Use of third-party RFID solutions is optional.</b></p>	When a plant reaches the vegetative stage, the plant UID is attached. This same UID stays on the plant until it's harvested.	\$0.10 per UID	Cultivators
<b>Package UID</b>	<p>A UID printed on a tracking tag and affixed to identify all bulk cannabis related inventory such as lots and wholesale packages. This tracking tag is adhered like a sticker to the physical package. Each tracking tag has a Radio Frequency Identification (RFID) inlay that passively emits a signal to identify each package in your facility.</p>	Package UIDs are assigned to any usable cannabis material including bulk, work-in-progress, lab samples, trade samples, and finished goods.	\$0.10 per UID	All licenses
<b>Retail Item UID</b>	<p>A UID that businesses will print and affix on individual finished goods. The Retail Item UID is generated as a QR code and assigned to each individual final retail item to track through retail sale.</p>	All cannabis products transferred to retail-facing facilities must be designated as a Finished Good package with a Retail Item UID printed and applied to each unit in the batch package before transfer to distributors.	\$0.10 per UID	Processors Distributors (opens Feb. 1 for transition period only)

# New York UID credit process per OCM

*Metrc applied an allotment credit to Plant UID, Package UID, or Retail Item IDs for select license types.*

License Type	Plant UIDs	Package UIDs	Retail Item IDs (Individual units)
Cultivator	2,500	--	--
Processor	--	--	2,500
Distributor	--	750	--
Registered Organization	--	--	3,250
Microbusiness	--	--	750

- You must be credentialed and have your business set up to order your Plant or Package allotment or access your auto-credited Retail Item ID allotment.
- If you received an allotment credit, your Admin received an email from [noreply@metrc.com](mailto:noreply@metrc.com)
- These do not expire and can be used at any time.
- When the allotment has been exhausted, licensees must purchase by ordering in the Metrc system.

**Please reach out to Metrc Support if you have questions related to these credits.**

# License specific guidance

Cultivators

# Beginning inventory

Closes on December 17

Please reference the [Beginning Inventory Guide](#) received after credentialing for more details.

# Start ordering Plant and Package UIDs

Beginning Inventory deadline – December 17



All existing plants and packages must be physically tagged with Plant or Package UIDs and recorded in the Metrc system.

- Each individual vegetative and flowering plant must be tagged with Plant UIDs. Any immature plant must be digitally tagged in Metrc with a Plant Batch.
- All packages must have a Package UID on each package.

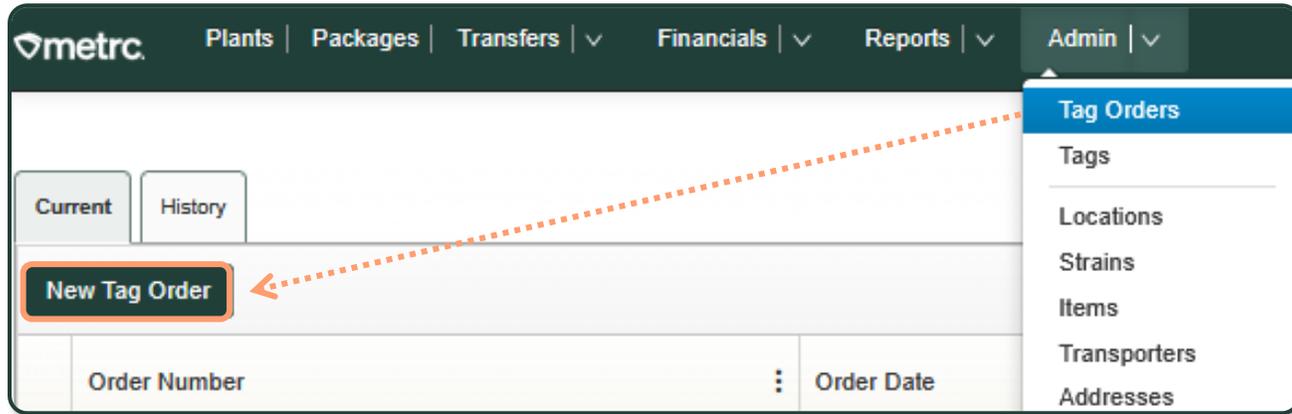


## Harvested plants tip:

Wait until these are in a bulk package for further drying/curing and associate Package UIDs to bulk packages instead of tagging the harvested plants with Plant UIDs.

# Ordering Metrc Plant and Package UIDs

All ordering occurs in Metrc.



- Place separate orders for each facility as they are programmed for each facility's account individually.
- Make sure that you are in the correct facility within Metrc when you place the order.
- Orders are *not* transferable between facilities.
- All orders are final.

A screenshot of the 'New Tag Order' form in the Metrc application. The form is titled 'New Tag Order' and has a close button (X) in the top right corner. It is divided into two main sections: 'Order Details' and 'Shipping Details'.  
**Order Details:**  
- Facility License: AU NY-C-X0001  
- Physical Address: 228 Hudson Street, New York, NY 10013  
- Cannabis plant: Count [dropdown] x (\$0.1000 ea. | 5,000 max.) \$0.0000  
- Cannabis package: Count [dropdown] x (\$0.1000 ea. | 5,000 max.) \$0.0000  
- Subtotal: \$0.00  
**Shipping Details:**  
- Shipping Address: John Doe, State St. and, Washington Ave, Albany, NY 12224. There is a 'Change address' link below the address.  
**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* transferable between Facilities.  
- All Tag Orders are final, so we recommend that you place your orders carefully.  
At the bottom right, there are 'Place Order' and 'Cancel' buttons. The 'Place Order' button is highlighted with a red box.

# Receiving Metrc Plant and Package UIDs

*Be sure to physically receive UIDs before digitally “receiving” them in Metrc.*

The screenshot displays the Metrc web application interface. At the top, there is a navigation bar with menu items: Plants, Packages, Transfers, Financials, Reports, and Admin. On the right side of the navigation bar, there are icons for Support, Saved, and a user profile. Below the navigation bar, there are tabs for 'Current' and 'History'. A 'New Tag Order' button is highlighted with a red box, and a dashed arrow points from it to the 'New Tag Order' modal form.

The 'New Tag Order' modal form contains the following information:

- Order Details:**
  - Facility License: Cultivation - Tier 1 - 01 020-X0001
  - Physical Address: N/A
  - Cannabis plant: 500 (\$0.4500 ea. | 5,000 max.) \$225.0000
  - Cannabis package: 500 (\$0.2500 ea. | 5,000 max.) \$125.0000
  - Include Straps With Plant Tags
  - Subtotal: \$350.00
- Shipping Details:**
  - Shipping Address: John Jacobs, 8201 SUBBASE, ST THOMAS, VI 00802-5863
  - Change address
  - Once you have placed your tag order, please submit a Metro Support ticket through the Metro Help Portal, which can be found under the Support tab in Metro. After your ticket has been submitted, we will be able to confirm the order and process the payment for shipping. Thank you for your cooperation!
- 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 Metro account automatically once received.
  - Make sure that you are in the correct Facility within Metro when you place the order.
  - Tag Orders are not transferable between Facilities.
  - All Tag Orders are final, so we recommend that you place your orders carefully.

At the bottom of the modal form, there are 'Place Order' and 'Cancel' buttons.

In the background, a table is visible with columns: Paid, Tracking Number, User, and Invoice/Receive buttons. The 'Receive' button in the table is highlighted with a red box, and a dashed arrow points from it to the confirmation dialog box.

The confirmation dialog box is titled 'testing-ny.metrc.com' and contains the text: 'Are you sure you wish to receive Tag Order # Demo-All-2025-259-1201?'. It has 'OK' and 'Cancel' buttons.

# Admins – Set up business account in Metrc

Beginning Inventory deadline – December 17



## Required to complete in Metrc:

- Plant and Package UID orders.
- Adding Employees and employee permissions.

**Third-party integrations:** All other account setup actions can occur through the Metrc API via third-party systems or completed in Metrc.

### **Note:**

*Your API key must be generated in Metrc to use the API to complete these actions.*



# External Incoming Transfers

Beginning Inventory deadline – December 17



## External Incoming Transfers

All beginning inventory needs to be brought into your license to ensure your Metrc electronic inventory matches your physical inventory on hand using the two step External Incoming Transfers process.

**Both steps must be completed** for the tracked packages to be reflected in your Metrc inventory.



This includes all new genetics for beginning inventory.  
You will be able to bring in new genetics after the beginning inventory period through a different process.

# 1 Create External Incoming Transfers

*External Incoming Transfers are used to bring in the packaged product for seeds, raw plant material, or packaged products.*

## Option 1: Third-party systems

Can be completed through the Metrc API via third-party systems to push the initial inventory into the system in batches.

## Option 2: Manually in Metrc

Fill in information regarding the Type, Phone Number, Planned Route, Item Name, Quantity, and Packaged Date.

- Planned Route field should state "Received and weighed at the Licensed Business Number #\_\_\_. Verified by the Metrc Admin."

The screenshot shows the 'New Incoming Transfer' form with the following fields and values:

- Type:** Beginning Inventory (dropdown)
- Phone No.:** ex. +1-123-456-7890 (text input)
- Planned Route:** (empty text area)
- Invoice Number:** Enter the Invoice Number (text input)
- Est. Departure:** 10 / 10 / 2025 (calendar icon), 07 : 51 PM (time selector)
- Est. Arrival:** 10 / 10 / 2025 (calendar icon), 07 : 51 PM (time selector)
- Item For Package # 1:** Type part of the Item name... (text input), (clear) button
- Package Date:** mm / dd / yyyy (calendar icon), today button
- Quantity:** ex. 100.23 (spinner), - Select - (dropdown)
- Item Count:** + 1 (spinner), (package) label
- Buttons:** Cancel, Register Transfer

## 2 Receive External Incoming Transfers

Each licensee **MUST** have package UIDs available to complete this step.

- Once created, you can complete, void, or edit the external transfer.
- Completing the transfer will be when you physically apply the Metrc Package UID that you are assigning during the completion process.
- Once completed this will now be in your Metrc inventory.

**Complete Incoming Transfer**

<b>Manifest</b>	0000000601	<b>Transfer Type</b>	Beginning Inventory
<b>Origin Lic. No.</b>		<b>Origin Name</b>	
<b>Main Phone No.</b>	1234567890	<b>Mobile Phone No.</b>	
<b>Phone No. for Questions</b>			
<b>Employee ID</b>		<b>Vehicle Make</b>	
<b>Driver's Name</b>		<b>Vehicle Model</b>	
<b>Driver's Lic. No.</b>		<b>License Plate</b>	
<b>Package # 1</b>	ABCFF0300000065000000078	<b>Item</b>	NY Kush Buds
<b>Location</b>	Package Vault	<b>Shipped Qty.</b>	2500.42 g <input type="checkbox"/> Reject
<b>Sublocation</b> <small>(Optional)</small>	Type part of the Sublocation nam	<b>Receive Qty.</b>	2500.42 Grams

Cancel Complete Transfer

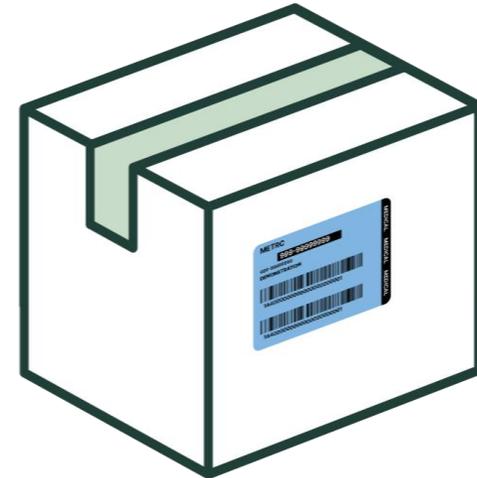
**Reminder:** When bringing in beginning inventory for any packaged product, the product will come into Metrc as Not Submitted (as a testing status).

# Outgoing Licensed Transfers

Beginning Inventory deadline – December 17



Any product leaving your facility at this time must have a Package UID on each bulk package prior to transfer to a processing facility for final packaging.



# Plant and Package tracking

# Plant and Package tracking

*Best practices including guidance on properly affixing Plant and Package UIDs.*

**Immature**



**Vegetative**



**Flowering**



**Harvested**



**Packaged**



# Plant tracking overview

# Plant tracking

## Immature plants



Immature plant batches **do not have an individual Plant UID** and instead, are given a plant batch #.

The Immature plants inventory grid offers detailed information.

Plant Batch	Strain	Location	Sublocation	Type	Hold	Plants	Tracked	Packaged	Destroyed	Source Package	Source Plant	Source Plant Batch	Batch Date
> MMTest_9.30.25	MMDD HH:MM Test Strain_mm1	Immature Plant Room	Immature Plant Room Rack A Shelf 3	Clone	No	138	10	0	2				09/30/2025

# Plant tracking

## Vegetative plants



Individual Plant UUIDs are assigned and affixed to plants at this stage.

Plant UUIDs should be placed at one of the lower branches at the bottom of the stalk up out of the growing material.

The Vegetative plants inventory grid offers detailed information.

Tag	Strain	Location	Sublocation	Hold	Plant Batch	Plant Batch Type	Plant Batch Date	Phase Date	Harvested
> ABCFF0200000065000000018	Gelato	Veg Location A		No	Gelato_21Aug2025_JP	Clone	08/21/2025	08/22/2025	0 times

# Plant tracking

## Flowering plants



Plant UIDs used from the Vegetative stage should follow each plant into the Flowering stage.

Place Plant UID on a lower branch at the bottom of the stalk but up out of the growing material.

The Flowering plants inventory grid offers detailed information.



Mother Plants	On Hold	Inactive	Immature	On Hold	Inactive	Vegetative	Flowering	On Hold	Inactive	Harvested	On Hold	Inactive	Additives	Waste
Replace Tags	Change Strains	Change Location	Change Growth Phase	Changes by Location	Destroy	Record Additives	Record Waste	Create Plantings	Create Immature Plant Packages	Manicure	Harvest			
Tag	Strain	Location	Sublocation	Hold	Plant Batch	Plant Batch Type	Plant Batch Date	Phase Date	Harvested					
> ABCFF0200000065000000001	Blue Dream	Flower Location A	Flower Room A Row 2	No	Blue Dream_21Aug2025_JP	Clone	08/21/2025	08/22/2025	1 time					

# Plant tracking

## Harvested plants



Harvested plants will go into a Harvest Batch and packaged once dried and cured.

The Harvested plants inventory grid offers detailed information.

Mother Plants	On Hold	Inactive	Immature	On Hold	Inactive	Vegetative	Flowering	On Hold	Inactive	Harvested	On Hold	Inactive	Additives	Waste
<b>Create Packages</b> <b>Rename</b> <b>Change Location</b> <b>Report Waste</b> <b>Finish</b> <b>Restore All</b>														
Harvest Batch	Strain	Location	Sublocation	Plants	Wet Wgt.	Waste	Total Pkg'd	Pkg's	Weight	Restored	UoM	Lab Testing	A.H.	Date
>   Purple Kush 111325	Purple Kush	Harvest Location		3	3,510.38 g	0 g	1,000 g	1	2,510.38 g	0 g	g	NotSubmitted	No	11/13/2025

# Harvesting Plants

## Overview



### Harvest

Create harvest by cutting down the strain specific plants.



### Weigh

The plant in its entirety after being cut down (stem, stalk, bud/flower, fan leaves, trim leaves, etc.).



### Waste

Physical waste can be reported as many times as needed but must be reported the day it is created.



### Package

Create packages of the dried and cured product (buds or shake/trim) from each harvest.



### Transfer

Create transfer manifest to move packaged product to Testing Lab, or Processor.



### Finish

When Harvest Batch usable product is completely gone. (All packages are created, and all physical waste is reported).

# Harvest tracking

*In the Harvest grid, all granular information and associated historical data is captured.*

New York Testing AU Cultivator | NY-C-X0001

Mother Plants On Hold Inactive Immature On Hold Inactive Vegetative Flowering On Hold Inactive **Harvested** On Hold Inactive Additives Waste

Create Packages Rename Change Location Report Waste Finish Restore All

Harvest Batch	Strain	Location	Sublocation	Plants	Wet Wgt.	Waste	Total Pkg'd	Pkg's	Weight	Restored	UoM	Lab Testing	A.H.	Date
> Albany-Bliss-2025-10-09-HB	Albany Bliss	Drying/Curing Room	Dried Flower Storage Rack A Shelf 1	2	50 g	0 g	0 g	0	50 g	25 g	g	NotSubmitted	No	10/09/2025
✓ Albany-Bliss-2025-10-09-HB	Albany Bliss	Drying/Curing Room	Dried Flower Storage Rack A Shelf 1	2	50 g	0 g	0 g	0	50 g	25 g	g	NotSubmitted	No	10/09/2025
✓ OG Kush 10 6 25	OG Kush	Harvest Room		2	52 g	0 g	40 g	2	12 g	0 g	g	NotSubmitted	No	10/06/2025

Plants Packages Lab Results Waste **History**

Tag	Item	Category	Quantity	UoM	P.B.	Discontinued	Finished	Date
ABCFF0300000065000000073	Blue Dream Topical	Bud/Flower - Bulk	20 g	g	No	No	No	10/10/2025
ABCFF0300000065000000077	OG Kush Bulk	Bud/Flower - Bulk	20 g	g	No	No	No	10/10/2025

Page 1 of 1 20 rows per page Viewing 1 - 2 (2 total)

Historical data is easy to view

# Plant tracking and Packaging

## Harvested plants



Once Harvested plants are ready for transfer. A Package should be created and a Package UID should be used at this stage.

The Create Packages button is used from the Harvested tab.

The screenshot displays the Metrc software interface. At the top, a navigation bar includes tabs for 'Mother Plants', 'On Hold', 'Inactive', 'Immature', 'On Hold', 'Inactive', 'Vegetative', 'Flowering', 'On Hold', 'Inactive', 'Harvested', 'On Hold', 'Inactive', 'Additives', and 'Waste'. The 'Harvested' tab is selected and highlighted with an orange box. Below the navigation bar, a row of action buttons includes 'Create Packages', 'Rename', 'Change Location', 'Report Waste', 'Finish', and 'Restore All'. The 'Create Packages' button is also highlighted with an orange box. A curved arrow points from the text above to this button. The main area shows a table with columns for 'Harvest Batch', 'Strain', and 'Location'. A 'Create Packages' dialog box is open in the foreground, titled 'New Package # 1'. It contains several input fields: 'New Tag' (with a red border), 'Location', 'Sublocation (Optional)', 'Item', 'Quantity' (set to 'Calculated'), 'Note', and 'Package Date' (set to 'today'). There are also search icons and a 'Production Batch' checkbox. At the bottom of the dialog are 'Cancel' and 'Create Packages' buttons.

# Harvest tracking

Creating a new Package from a Harvest.

Harvest details captured

**Create Packages**

New Package # 1 (clear)

New Tag: ABCFF0300000065000000078

Location: Packages Vault

Sublocation: Type part of the Sublocation name (Optional) + (contents)

Item: Metrc Bliss Flower Bulk

Quantity: 1500 Grams

Note:

Package Date: 10 / 10 / 2025 today

Production Batch

+ 1

Cancel Create Packages

Harvest # 1: Metrc Bliss 9/19/25

Packaging - new total will be 29.8333 g

Background Table:

Harvest Batch	Strain	Location	Sublocation	Plants
Metrc Bliss 9/19/25	Metrc Bliss	Harvest Room		3

Description:

Harvest "Metrc Bliss 9/19/25" created in location "Harvest Room"  
- Location Type: "Default Location Type"

Harvested 1,204.28 Grams from Plant [ABCFF0200000065000000069](#)

Harvested 1,201.38 Grams from Plant [ABCFF0200000065000000070](#)

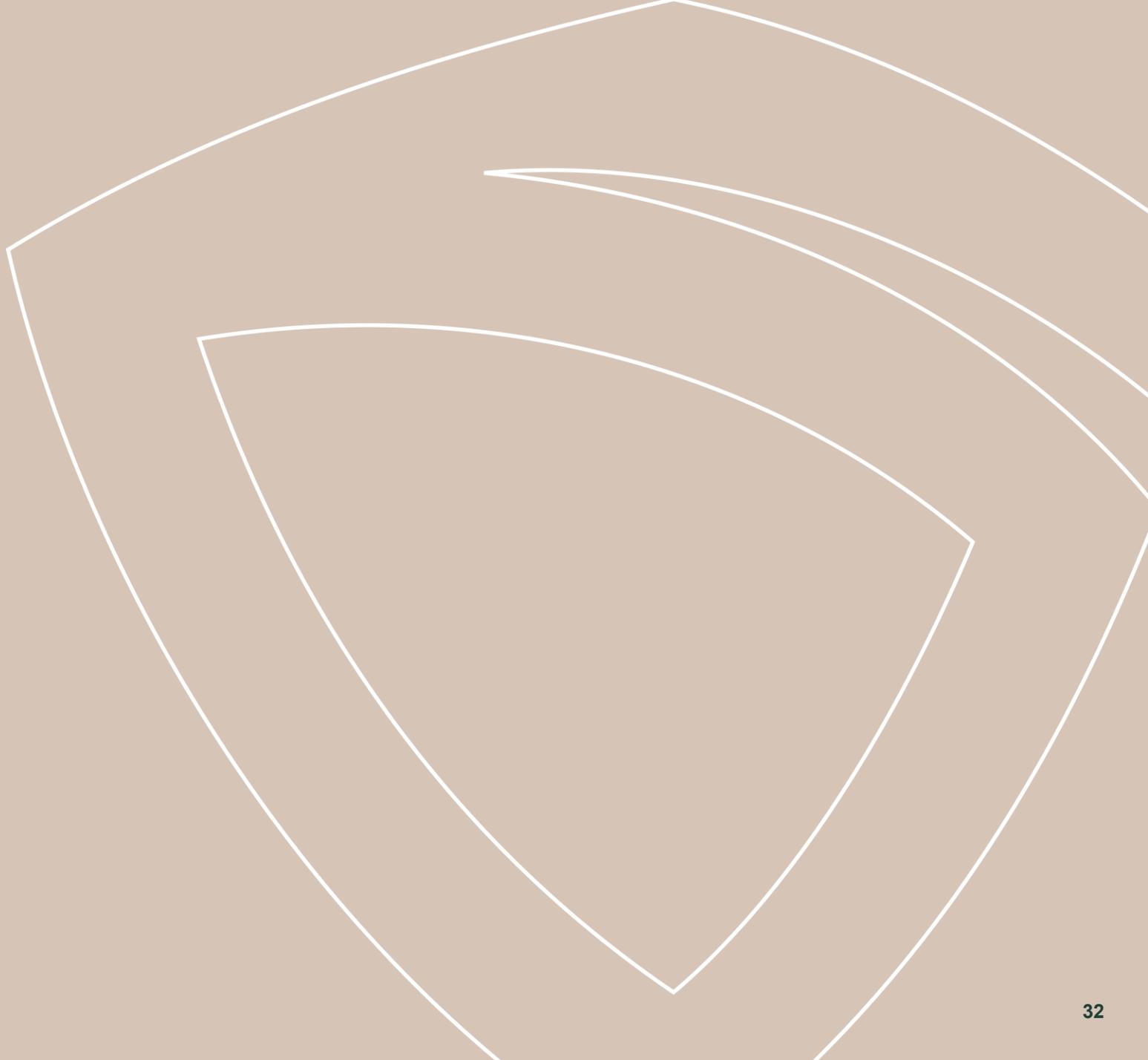
Harvested 1,198.43 Grams from Plant [ABCFF0200000065000000068](#)

Used 1,000 Grams for Package ([ABCFF0300000065000000019](#)) of Metrc Bliss Flower Bulk

Used 1,000 Grams for Package ([ABCFF0300000065000000066](#)) of Metrc Bliss Flower Bulk

Removed 74.2567 Grams of waste

# Packages



# Package tracking

*In the Packages grid, each package has uniquely serialized Package UID numbers.*

Active packages include a detailed history including:

- Source harvest
- Source package(s)
- Item
- Category
- Strain
- Quantity
- Package status
- Lab results...and more

The screenshot displays a software interface for package tracking. At the top, there are tabs for 'Active', 'On Hold', 'Inactive', 'In Transit', and 'Transferred'. Below these are several action buttons: 'New Packages', 'Submit for Testing', 'Remediate', 'Create Plantings', 'New Transfer', 'Change Locations', 'Change Items', 'Change Req'd LTBS', 'Adjust', 'Change Notes', 'Finish', and 'Edit Shelf Life'. The main table has columns for Tag, Src. H's, Src. Pkg's, Src. P's, Location, Sublocation, Item, Category, Item Strain, Quantity, UoM, P.B. No., LT Status, A.H., A.R., Date, Rcv'd, S.B., and L.T.E. A specific package is selected, showing details like 'OG Kush 10.6.25' and 'Package Vault'. Below the main table, there are tabs for 'Source Harvests', 'Lab Test Batches', 'Lab Results', and 'History'. The 'History' tab is active, showing a table with columns for Description, Employee, Date, Reported, Sources, and External App. The history entry describes the package's origin from a harvest and its transfer status. At the bottom, there are pagination controls showing 'Page 1 of 1' and '20 rows per page'.

Tag	Src. H's	Src. Pkg's	Src. P's	Location	Sublocation	Item	Category	Item Strain	Quantity	UoM	P.B. No.	LT Status	A.H.	A.R.	Date	Rcv'd	S.B.	L.T.E.
ABCFF030000006500000077	OG Kush 10.6.25			Package Vault		OG Kush Bulk	Bud/Flower - Bulk	OG Kush	20 g	g		NotSubmitted	No	No	10/10/2025			

Description	Employee	Date	Reported	Sources	External App
Packaged 20 Grams of OG Kush Bulk from 1 Harvest - Took 20 Grams from Harvest "OG Kush 10.6.25" - Package Type: Product - Location: Package Vault - Location Type: Default Location Type - Notes: Product for Transfer	Pooja. Goga (Goga0***)	10/10/2025	10/10/2025 04:14 pm	User	

# Transfers

# Transfers

## Important reminders

- Incoming External Transfers will be used to bring in initial beginning inventory only. Following the beginning inventory period.
- **External Incoming Transfers will no longer be available for use after December 17, 2025.**
- Transfer Templates available for all license types.

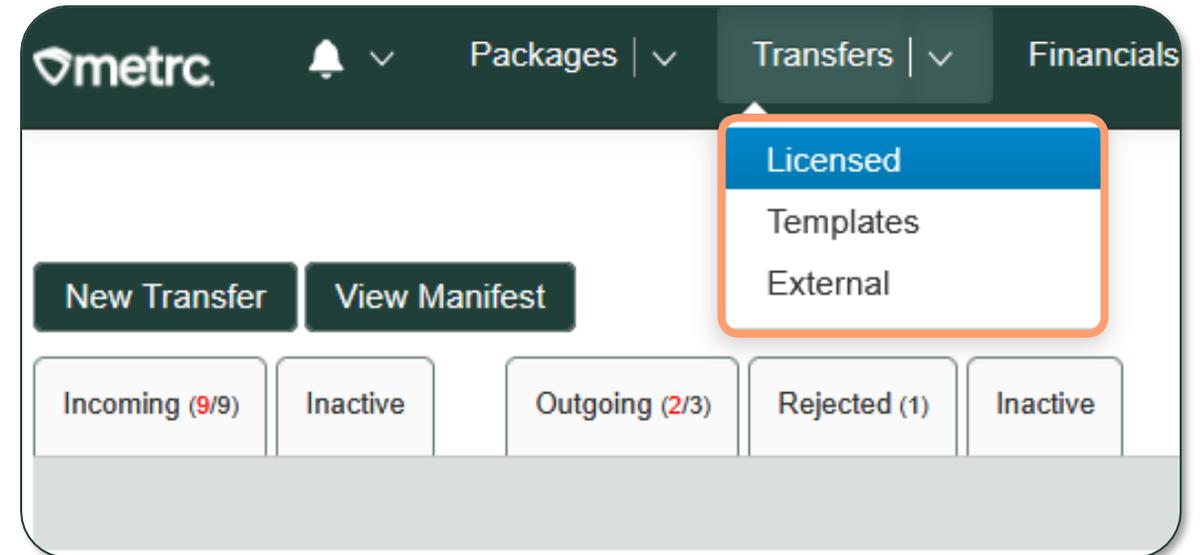
## Standard Transfer Types

- ***Affiliated*** – Business to business transfer for the same affiliated company
- ***Wholesale*** – Business to business transfer in which there is a wholesale transaction occurring
- ***Lab Testing*** – Business to independent testing facility conducting compliance testing

# Licensed Transfers overview

*Metrc system transfers functionality for all New York licensed facilities.*

Transfers functionality is available from the Transfers dropdown on the navigational toolbar.

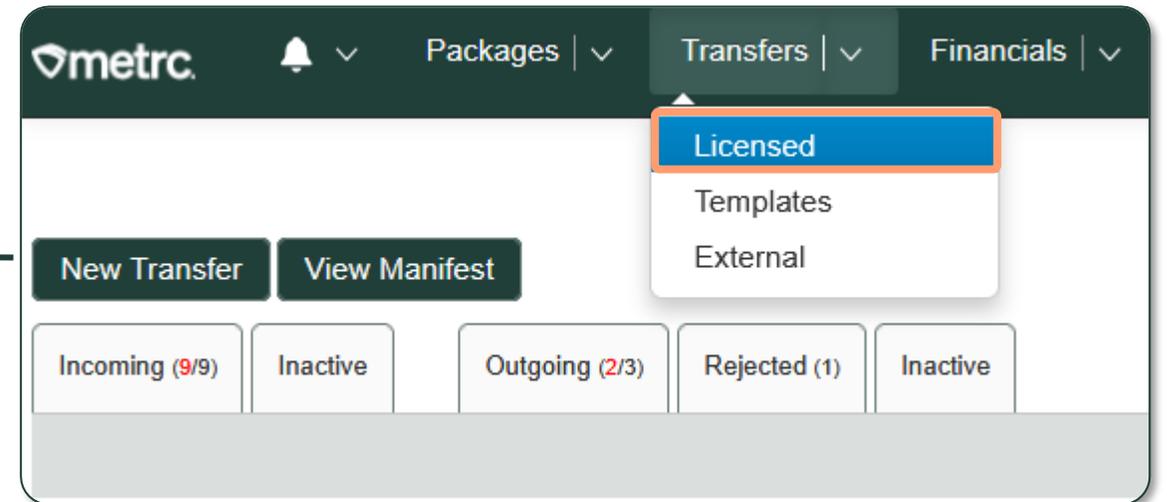


# Licensed Transfers overview

*Metrc system functionality for licensed transfers in New York.*

The Licensed Transfers grid allows you to:

- View a Transfer Manifest
- View and manage transfers that are:
  - Incoming
  - Inactive incoming or outgoing
  - Outgoing
  - Rejected



# Creating a new Transfer in Metrc

- 1 Click Transfers dropdown in the navigational toolbar.
- 2 Select Licensed from the Transfers dropdown.
- 3 Click the New Transfer button.
- 4 Complete all required information.
- 5 When complete, click the Register Transfer button.

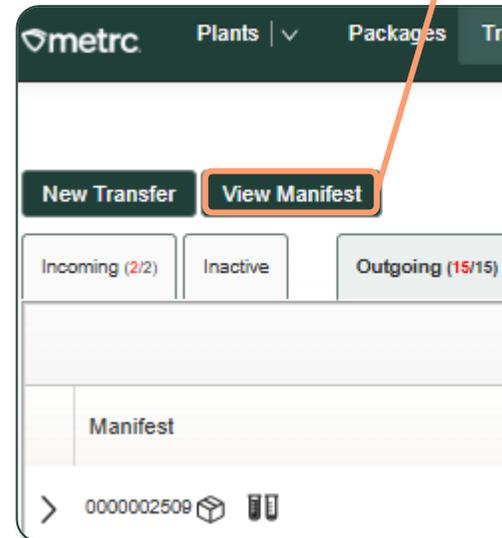
The screenshot shows the Metrc interface for creating a new licensed transfer. The background displays a list of manifests with columns for Manifest and Destination. The foreground shows the 'New Licensed Transfer' form with the following fields and options:

- Destination 1:** A search bar with the placeholder text 'Type part of the License Number' and a '(clear)' button.
- Planned Route:** A large, empty text area for entering the route details.
- Type:** A dropdown menu currently set to '- Select -'.
- Invoice Number:** A text input field with the placeholder 'Enter the Invoice Number'.
- Est. Departure:** A date and time picker set to 12/10/2025 at 09:17 AM, with a 'today' button.
- Est. Arrival:** A date and time picker set to 12/10/2025 at 09:17 AM, with a 'today' button.
- Package # 1:** A search bar with the placeholder 'Type part of Package number' and a '(clear)' button.
- Quick Entry:** A toggle switch labeled 'Quick entry packages' which is currently turned OFF.
- Package Labels:** A section with a '+ 1 (package)' input and a 'Select files...' button. A note below states: 'CSV or TXT file up to 4 Mb with one package label value per line is required.'
- Footer:** 'Cancel' and 'Register Transfer' buttons.

# Transfer Manifests

View and edit through Transfers area in Metrc.

- Highlight a manifest and click the View Manifest button to display a PDF version.
- The Transfer Manifests page provides the ability to locate and view a Manifest.
- Use the filter functionality to locate the required manifest(s).



metrc		METRC®	
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.			
<b>Manifest No.</b>	000001602	<b>Date Created</b>	10/08/2025 5:35 PM
<b>Originating Entity</b>	AU Cultivator	<b>For Agency Use Only</b>	
<b>Originating License Number</b>	NY-C-X0001		
<b>Address of Originating Entity</b>	228 Hudson Street, New York, NY 10013		
<b>Phone No. of Originating Entity</b>			
<b>1. Destination</b>	Testing Lab	<b>Destination Phone No.</b>	
<b>Invoice Number</b>			
<b>Destination License Number</b>	NY-L-X0001	<b>Date and Approx. Time of Departure</b>	10/08/2025 8:32 PM
<b>Address of Destination</b>	30 Greene Street, New York, NY 10012		
		<b>Date and Approx. Time of Arrival</b>	10/08/2025 8:32 PM
		<b>Date/Time Received</b>	
<b>Route to be Traveled</b>	Beginning Inventory Test Sample Batch 1298A		
	<b>Notes:</b> details for extenuating circumstances (e.g., road closure, flat tire, etc.)		
<b>1. Outbound Transporter</b>	Testing Lab	<b>No Layover Scheduled</b>	
<b>Transporter License Number</b>	NY-L-X0001		
<b>Address of Transporter</b>	30 Greene Street, New York, NY 10012		
<b>Contact Phone No. for Inquiries:</b> 1234567890			
<b>Name of Person Transporting</b>	Electronic Sample	<b>Employee ID of Driver</b>	Electronic Sample
<b>State Driver's License No.</b>	Electronic Sample	<b>Signature of Person Transporting</b>	
<b>Make, Model, License Plate No.</b>	Electronic Sample Electronic Sample	<b>Leg of Layover Trip</b>	
	Electronic Sample		
<b>1. Package   Shipped</b>	<b>Production Batch No.</b>	<b>Item Name</b>	<b>Quantity</b>
ABCF03000006500000071		Blue Dream Flower Bulk	Shp: 5 g
Lab Test: SubmittedForTesting Contains Retail IDs: No			
<b>Item Details</b>			
Strain: Blue Dream			
<b>Source Package(s)</b>	ABCF030000008500000067	<b>Quantity When Sampled</b>	10 g
<b>Source Production Batch</b>	00067		
<b>Req'd Lab Test Batches</b>	Medical Raw Plant Material - Bulk		
<b>PRODUCT REJECTION (if only a portion of shipment is rejected, circle that portion above)</b>			
<b>Name of Person Receiving or Rejecting Product</b>			
I confirm that the contents of this shipment match weight records entered above, and I agree to take custody of those portions of this shipment not circled above. Those portions circled were returned to the individual delivering this shipment.			
<b>Signature</b>		<b>Date</b>	
<b>Signature of individual taking receipt of rejected portion of this shipment</b>			

# Transfer Manifests

View and edit through Transfers area in Metrc.

Click the expand arrow to display:

Transporter Information

Package Information

The screenshot displays the Metrc interface for viewing a transfer manifest. At the top, there are tabs for 'New Transfer' and 'View Manifest'. Below these are filters for 'Incoming (2/2)', 'Inactive', 'Outgoing (15/15)', 'Rejected', and 'Inactive'. The main table lists manifest entries with columns for Manifest, Destination, Stops, Pkg's, Employee, and Date Created. The first entry is expanded, showing a sub-table with columns for Destination, Inv. Nbr, Type, Packages, ETD, ATD, ETA, ATA, Received, ETRD, ATRD, ETRA, and ATRA. The expanded entry shows a destination of '010-X0001 Testing Lab' and a type of 'Transfer to Testing Facility'. A navigation bar at the bottom indicates 'Page 1 of 1' and 'Viewing 1 - 1 (1 total)'.

Manifest	Destination	Stops	Pkg's	Employee	Date Created
0000002509	010-X0001 (Testing Lab)	1	1	Pooja Goga	12/09/2025 02:09 pm

Destination	Inv. Nbr	Type	Packages	ETD	ATD	ETA	ATA	Received	ETRD	ATRD	ETRA	ATRA
010-X0001 Testing Lab		Transfer to Testing Facility	1	12/09/2025 12:57 pm		12/09/2025 07:57 am						

# Licensed Transfers

Overview and tips for New York licensees.

- ✓ Must be created any time a package moves from one licensed facility to another – *even on the same property.*
- ✓ The destination facility can reject some or all packages.
- ✗ Partial packages cannot be received or rejected.
- ✓ A rejected package will require the originating licensee to return the package back into their inventory.

# API connections

# Third-party Integrators in New York

*Optional to use based on your business needs.*

[Metrc.com/validated-integrators/](https://metrc.com/validated-integrators/)

- Easy to find licensed businesses in Metrc's validated integrators list.
- Search and sorting functionality helps users find what they need quickly and easily.
- **Discuss transition plans with current third-party providers you have!**



**Reminder:** LIMS integrators must go through the standard integration process. Please coordinate with your provider on the transition plan.

# Metric resources

# Metric resources

*A glance at several resources to support your journey with Metric.*



## Support

Our dedicated support team is available through phone and online portal access.

- **Phone:** 877-566-6506
- **Online:** Support.metric.com
- **Available:** M-F, 8 a.m. ET – 10 p.m. ET, Sat. 10 a.m. – 8 p.m. ET, Sun. Voicemail or portal only
- **What to know:** Our team is here to help in your journey with cannabis compliance. We not only have a dedicated team for answering specific questions, but a library of self-help materials for navigating the system.



## Training

On-demand training platform with over 300+ courses right at your fingertips.

- **Access:** Learn.metric.com or through mobile app: Go Learn
- **Available:** 24/7, 365 days
- **What to know:** Metric Learn, our on-demand training portal allows for users to create persona-based learning journeys, access over 300 courses and more! Select trainings also include interactive pieces allowing you to practice new skills out of the production environment.



## Metric Expert

Access support documentation directly in the Metric system.

- **Access:** Available when you log in to your Metric instance
- **Available:** 24/7, 365 days
- **What to know:** Metric Expert is our AI-powered chat tool that allows you to ask questions in the Metric system as you work in real time without having to spend time sifting through documentation.



## Metric.com

Additional information and resources to supplement your needs are available on Metric.com

- **Access:** Metric.com
- **Available:** 24/7, 365 days
- **What to know:** Metric.com offers additional resources including case studies, blogs, guides, and more! Also, for state specific information, navigate to your state partner page to access bulletin documentation (which can also be found in the support portal).

# Licensee resource materials

To ensure you are setup for success, please note the following.



## Mandatory Training

- New Business Fundamentals



## Whitelist email addresses

- [NoReply@metrc.com](mailto:NoReply@metrc.com)
- [Communications@metrc.com](mailto:Communications@metrc.com)



## Check out Metrc Expert!

- Guided walkthroughs
- New Account Checklist

## Additional training resources

Admin Training

Beginning Inventory Guide

Creating Beginning Inventory Training

Metrc Learn Training – Cultivation

# Metrc Bulletins

Documentation highlighting product updates or enhancements.

## Where can I find bulletins?

Metrc bulletins are posted in two locations:

- Metrc Support Portal
- New York Partner Page on Metrc.com

Leverage Metrc Bulletins to gain knowledge on new product enhancement or updates.

### Metrc Support Bulletin



Bulletin Number: NY_IB_0001	Distribution Date: 12/05/2025	Effective Date: Ongoing
<b>Contact Point:</b> Metrc Support	<b>Subject:</b> Item Product Chart	
<b>Reason:</b> Metrc provides guidance on item categories and lab test batches.		

Greetings,

Metrc, in conjunction with the New York Office of Cannabis Management (OCM), are pleased to provide bulk and final form item categories, along with our testing chart that shows how to correlate item categories with products and the appropriate lab test batches for testing.

Please read on for additional information.

Page 1: Overview of bulletin contents

Page 2 and beyond: Additional training details, at times including screenshots or directing you to more detailed learning in Metrc Learn.

### Metrc Support Bulletin



#### Bulk Item Categories

Please review the Bulk Item Chart below:

- The left column displays the available item category
- The middle column contains the item type
- The right column displays if that product type requires a strain

Bulk Item Categories		
Item Category	Type	Requires Strain
Seeds	Plants	Yes
Immature Plants	Plants	Yes
Hemp – Bulk	Buds	Yes
Hemp Concentrate – Bulk	Concentrate	No
Bud/Flower - Bulk	Buds	Yes
Concentrate/Extract- Bulk	Concentrate	No
Keif – Bulk	Concentrate	No
Infused Flower – Bulk	Buds	Yes
Infused Non-Edible – Bulk	Infused Non Edible	No
Infused Edible – Bulk	Infused Edible	No

#### Final Form Item Categories

Please review the Final Form Item Chart below:

- The left column displays the BioTrack item category
- The right column contains the corresponding Metrc Item Category

Final Item Categories	
Biotrack Item Category	Metrc Item Category
Usable Cannabis	Bud/Flower - Each
	Raw Pre-Roll – Each
	Infused Pre-Roll – Each
Cannabis Extract for Inhalation	Concentrate/Extract - Each
	Vape Cartridge - Each
	Keif - Each
Liquid Cannabis RSO	Concentrate/Extract - Each
Liquid Cannabis Infused Edible	Infused Edible - Each
	Tincture – Each
Solid Cannabis Infused Edible	Infused Edible – Each
Cannabis Infused Topical	Topical – Each

# Thank you!

If you have additional questions, reach out to Metrc Support



**Phone: 877-566-6506**



**Live chat or online via the  
Support Portal**