

Bulletin Number: MI_IB_0115	Distribution Date: 07/23/2026	Effective Date: Ongoing
Contact: Metrc Support	Subject: Metrc UI Confirmation Box- Admin Hold	
Reason: To provide awareness that the Metrc UI now has a confirmation checkbox when attempting to sell from packages that are on Admin Hold.		

Greetings,

While most sales transactions occur within a third-party point of sale system that subsequently reports the transaction data to Metrc, Metrc has implemented a confirmation check box when recording a sale manually in the Metrc compliance application. This operates in the exact same manner as the confirmation check box for Admin Recalls.

It is important to note that this is not a new functionality apart from the placement in the Metrc UI and most integrators have checks and balances built in to notify their users of an attempted sale that is on admin hold status. Be sure to double-check with your point of sale system to ensure this capability is available.

Please read on for a visual example of what the Metrc Compliance App's UI now displays if a user manually enters a sale from a package on admin hold.

Metrc UI Confirmation Box – Admin Hold

Type	Product	Unit Volume	N/A	Lab Test Status Date	05/22/2026	Status	Active
Source Harvest(s)	N/A	Unit Weight	N/A	Lab Test Performed Date	N/A	Exp.	N/A
Source Package(s)	N/A	Unit Quantity	N/A	Lab Test Recorded	N/A	S.B.	N/A
Location	N/A	Item Serving Size	N/A	Process Val. Sample	No	U.B.	N/A
Location Type	N/A	Item Supply Duration Days	N/A	Product Requires Remediation	No	L.T.E.	N/A
Patient	N/A	Quantity	2 g	Contains Remediated Product	No	Partial	No
Item	Buds	Note	N/A	Administrative Hold	Yes		
Item From License No.	N/A	Production Batch	No	Administrative Recall	No		
Item From Facility	N/A	Source Production Batch(es)	N/A	Admin Hold Placed Date	05/22/2026		
Category	Bud/Flower	Source Processing Job(s)	N/A	Admin Hold Removed Date	N/A		
Item Strain	Kush	Trade Sample	No	Admin Recall Placed Date	N/A		
Unit CBD Percent	N/A	Donation	No	Admin Recall Removed Date	N/A		
Unit CBD Content	N/A	Source Package Donation	No	Packaged By	5a-X0001		
Unit CBD Content Dose	N/A	Donation License No.	N/A	Packaged Date	05/22/2026		
Unit THC Percent	N/A	Donation Facility	N/A	Received Date	N/A		
Unit THC Content	N/A	Initial Lab Test Status	NotSubmitted	Received From License	N/A		
Unit THC Content Dose	N/A	Lab Test Status	NotSubmitted	Received From Facility	N/A		

Figure 1: Package history that reflects the status of administrative hold

Package # 1  ABCDEF000000060000014203 Q —	☐ Confirmation Required <i>(On Recall)</i>
Package # 2  ABCDEF000000060000014188 Q —	☐ Confirmation Required <i>(On Hold)</i>
Package # 3  ABCDEF000000060000014192 Q —	☐ Confirmation Required <i>(On Recall)</i>
Available 1 g	
Available 1 g	
Available 22 g	

Figure 2: Confirmation boxes for manual entry of sales in the Metrc UI when on hold or recall

Metrc Resources

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

Contact Metrc Support

By navigating to [Support.Metrc.com](https://support.metrc.com), or from the Metrc System, click the Support area and navigate to support.metrc.com and it will redirect 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

Metrc Learn is designed to provide users with interactive, educational information on system functionality to expand skillsets and drive workflow efficiencies.

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

From within the Metrc system

Navigate to the drop-down Support menu 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 – *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, manuals, and more.

Thank you for your continued partnership.