

Bulletin Number: MN IB 0073	Distribution Date: 09/04/2026	Effective Date: 09/04/2026
Contact Point: Metrc Support	Subject: Transfer Types Definitions and Manifest Enforcements.	
Reason: To define Transfer Types in Minnesota and provide an update on a new Metrc feature that allows for PDF documents to be uploaded to Transfer Manifests.		

Greetings,

When completing a transfer within Metrc, each transfer must be categorized by a specific Transfer Type. This document provides definitions for Transfer Types and the requirements for each.

A licensed cannabis business is not allowed to sell or offer for sale cannabis plants, cannabis flower, cannabis products, and hemp-derived consumer products that have not passed all required testing, see section 342.61 subd.1(a) and the Cannabis Technical Authority. Product that is not required to have undergone compliance testing may be transferred between facilities without testing.

New Transfer Types will be added to Metrc on 9/4/2026 and can be used immediately. All discontinued Transfer Types will be removed from Metrc on 9/23/2026.

This document also details a new enhanced system functionality that allows PDFs to be uploaded to a Metrc Transfer Manifest.

Please read on for additional information.

Transfer Types

Each Transfer Type serves a specific purpose, based on the relationship between the Metrc facilities involved in sending or receiving the product. Because these relationships differ, the required information for each Transfer Type also varies.

Transfer Type Name	Requires Authorized Transporter	Requires Record of Sale Price	Requires Services Form PDF
Affiliated (Same site)	No	No	No
Affiliated (Different site)	Yes	No	No
Wholesale	Yes	Yes	No
Processing	Yes	No	Yes
Lab Transfer	Yes	No	No
Trade Sample	Yes	No	No
Event Transfer	Yes	No	No
Recall/Return*	Yes	No	No
Virtual Transfer*	No	No	No
State Investigation	No	No	No
New Genetics	No	Yes	No
Hemp Product	Yes	Yes	No

***NOTE:** All Recall/Return and Virtual Transfers must receive prior approval by OCM before use.

Licensed Transfers

Affiliated (Same site)

This transfer type is used when both the listed “originating license number” and the “destination license number” belong to the same licensed cannabis business or are owned by the same owner and are operating at the same site or address.

For example, a Microbusiness transferring infused edibles from its Metrc manufacturing facility to its Metrc retail facility where both facilities share the same site or address would use this transfer type. Because both Metrc facilities operate on the same premises, the business does not need to use a transporter.

Affiliated (Different site)

This transfer type is used when both the listed “originating license number” and the “destination license number” belong to the same licensed cannabis business or are owned by the same owner, however the Metrc facilities are associated with different sites or addresses.

For example, this would include a Microbusiness transferring infused edibles from its Metrc manufacturing facility to its Metrc retail facility, however the address of each facility is different and must be moved by an authorized transporter.

Wholesale

A wholesale transfer is used whenever the originating sender and the destination facilities are unaffiliated (i.e., do not share the same license or are owned by different parties). The purpose of this transfer type is for a business to transfer wholesale cannabis or cannabis product to an unaffiliated business. Wholesale prices should be included as the total price for all units. In other words, if a business purchases 200 units for \$20 each, the price entered on the Transfer Manifest should be \$4,000.

For example, if a Cultivator business is wholesaling cannabis flower to a Mezzobusiness, this would be labeled as a wholesale transfer.

Processing

A processing transfer is used when a cannabis business is transferring cannabis or cannabis product to another licensed cannabis business for the purpose of providing service at a fair market value. This includes the processing or manufacturing of a product, or the removal of contaminants (pretreatment or remediation). Products that are being sent to another facility may not be required to be tested prior to being transferred. Please review the Cannabis Technical Authority for further details.

It is required that the [Service Transfer Form](#) be completed and attached as a PDF with these transactions. It can be found on the OCM website under the *Inventory Management* section. In Metrc, the PDF upload function can be found beneath the packages on the manifest screen. For more information on the PDF upload, please see the below section.

For any questions, contact OCM at metrc.ocm@state.mn.us.

Lab Transfer

A lab transfer is used when sending lab sample packages to a testing facility. Packages that are shipped using this transfer type must be lab sample packages that have requested lab test batch(es).

Trade Sample

A product sample transfer is used whenever an originating business is sending a trade sample for marketing purposes to a destination business with the necessary endorsements to sell the product wholesale or directly to consumers. Trade samples must be in compliance with Minnesota statute and rule. For additional information, please review Metrc Bulletin 59 regarding Trade Samples.

For example, this Transfer Type would be used by a manufacturer who wants to provide a sample of infused edibles to a retailer for marketing purposes.

Event Transfer

This is a special form of affiliated transfer that is used when bringing regulated product to licensed cannabis events. For additional information, please review [Metrc Bulletin 58](#) regarding events.

Recall/Return

This should be used to transfer product(s) to the originating cultivator or manufacturer in case of a recall or other return. All recall/return transfer must be approved by OCM prior to being performed. Contact metrc.ocm@state.mn.us for approval.

A recall/return transfer will initiate an automatic review by OCM.

Virtual Transfer

A virtual transfer should be used only when guidance is provided by Metrc Support in order to correct a data entry or issue. All virtual transfer must be approved by OCM prior to being performed. Contact metrc.ocm@state.mn.us for approval.

A virtual transfer will initiate an automatic review by OCM.

State Investigation

A state investigation transfer is a special type of testing transfer. This may only be initiated by the OCM and will only be used when the destination is the state reference testing facility. An inspector from OCM will be present during the collection of sample material and can assist in creating the Metrc Transfer Manifest.

External Transfers

These Transfer Types are performed using an External Transfer in Metrc. For all external transfers, you must request permission from OCM before transporting the product.

New Genetics

An external transfer used to transfer new genetics (seeds) into a Metrc facility that have been purchased from an authorized source. Review GM-2025-05 for more information on what are authorized sources of new genetics.

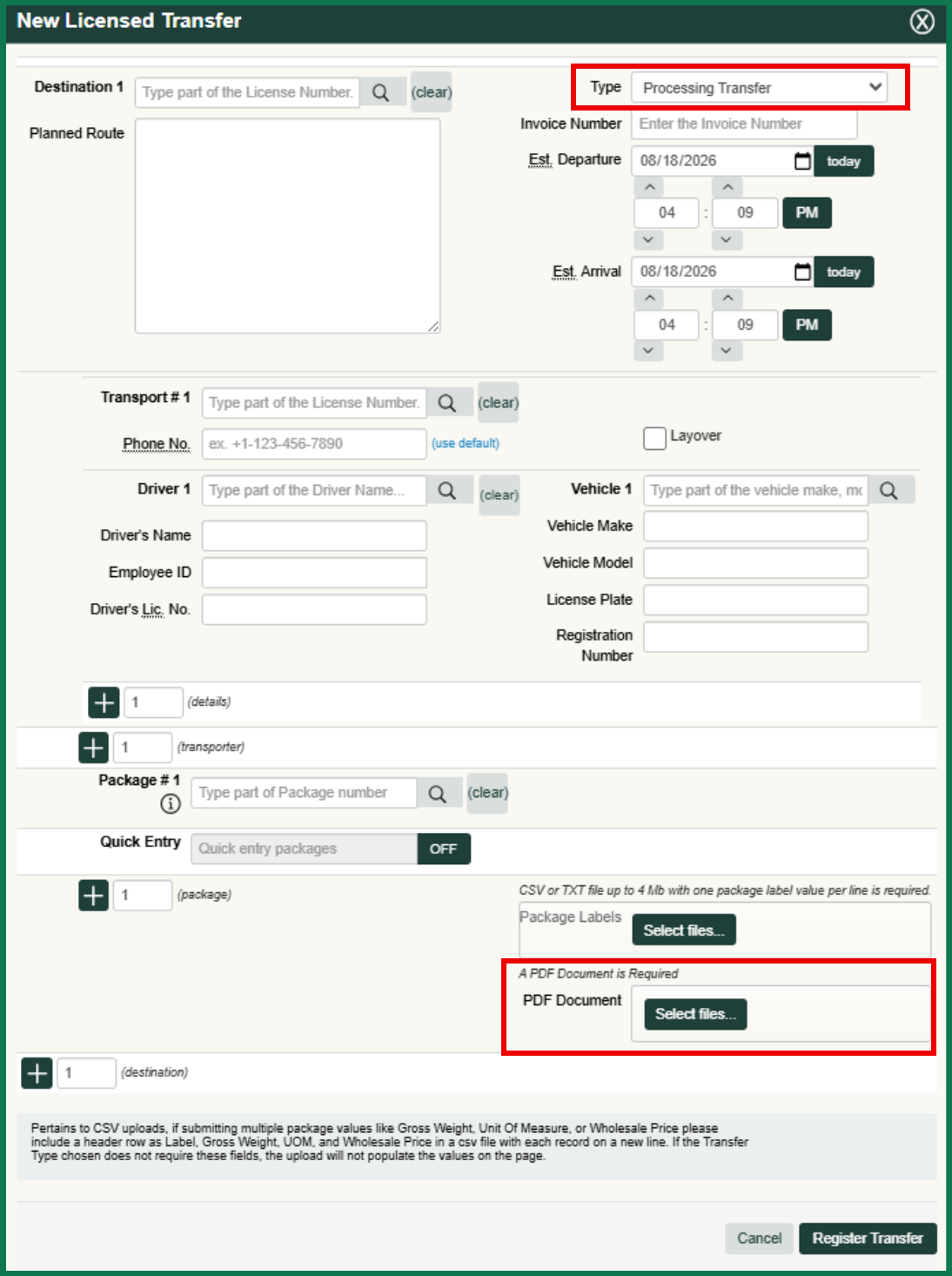
For example, if a cultivator wants to bring in purchased seeds, the business will request permission to externally transfer the seeds into their Metrc facility.

Hemp Transfer

An external transfer used to bring in hemp-derived consumer products (HDCP) or hemp concentrates that will be used to manufacturer HDCP or ratio hemp-infused cannabis products.

Uploading a PDF Documents to a Transfer Manifest

When creating new transfers in Metrc, the originating facility will now see an option to upload a PDF document within the New Licensed Transfer action window after selecting the type “Processing Transfer” – see **Figure 1**.



New Licensed Transfer

Destination 1

Type **Processing Transfer**

Planned Route

Invoice Number

Est. Departure

:

Est. Arrival

:

Transport # 1

Phone No. ☐ Layover

Driver 1

Vehicle 1

Driver's Name

Vehicle Make

Employee ID

Vehicle Model

Driver's Lic. No.

License Plate

Registration Number

1

1

Package # 1

Quick Entry

1

CSV or TXT file up to 4 Mb with one package label value per line is required.

Package Labels

A PDF Document is Required

PDF Document

1

Pertains to CSV uploads, if submitting multiple package values like Gross Weight, Unit Of Measure, or Wholesale Price please include a header row as Label, Gross Weight, UOM, and Wholesale Price in a csv file with each record on a new line. If the Transfer Type chosen does not require these fields, the upload will not populate the values on the page.

Figure 1: PDF Document Upload in Transfer Manifest

Accessing Uploaded PDF Documents

When an originating license includes a PDF document on a Transfer Manifest, the destination license will see a “Download PDF” button for that transfer within their Incoming Transfers tab – **see Figure 2.**

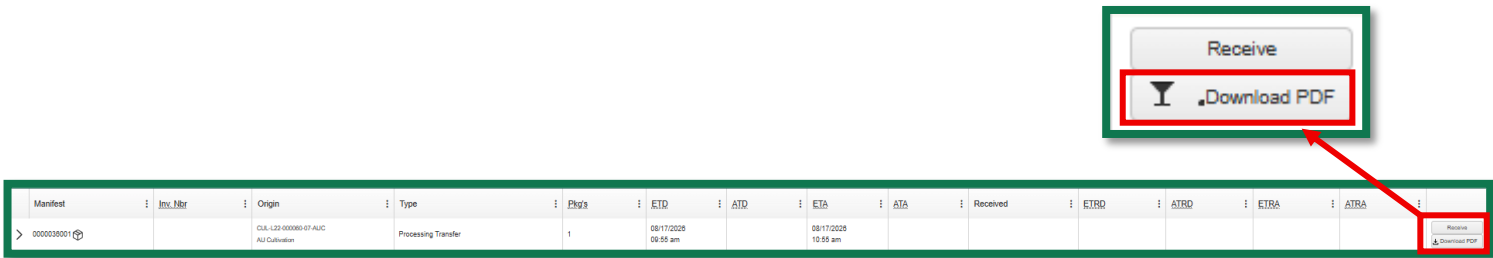


Figure 2: Download PDF Button in Destination License

Until the transfer is accepted by the destination license, the originating license can view or update the uploaded PDF by selecting the transfer on the Outgoing Transfers tab and clicking “Edit.” Click “Download Existing PDF” to view the PDF or the “X” button to remove the current PDF and upload a new version. It is important to note that the PDF can be edited or removed (by changing the transfer type) until the Transfer Manifest has been accepted by the transporter license.

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 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 has been redesigned to provide users with interactive, educational information on system functionality to expand skillsets and drive workflow efficiencies.

Accessing the new [Metrc Learn](#) platform is simple:

From within the Metrc system

- Navigate to the drop-down Support menu in 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.

Metrc Expert

In the Metrc system, click on widget icon in the lower right-hand corner to open the Metrc Expert knowledge base to access step-by-step guides, ask questions, and more.

Thank you for your continued partnership.