

HEMP PROGRAM

PO Box 200201-Helena, MT 59620-0201

hempinfo@mt.gov – (406) 444-5430



HEMP PROCESSOR LICENSE APPLICATION

For year ending December 31, 2025

Each Physical Location must be licensed separately and listed on a separate form. To be completed by authorized company representative. Application does not constitute licensure until final approval.

APPLICANT INFORMATION			
Business Name		Business ID Number	
Last Name		First Name	MI
Physical Address		City	ST ZIP
Mailing Address		City	ST ZIP
Phone	Cell Phone		Email

1. For this location, list the projected:

- a. amount of Hemp **purchased** from Montana growers: \$ _____; lbs. _____
- b. amount of Hemp **purchased** from out-of-state growers: \$ _____; lbs. _____
- c. amount of Hemp **purchased** from out-of-country growers: \$ _____; lbs. _____
- d. amount of Hemp **processed** in Montana: lbs. _____
- e. number of Employees in Montana: _____

2. For this location, check the following boxes to indicate what you are processing:

A. Hemp floral and/or root extracts? Yes No

If yes, please indicate your intended end-use market. This license allows the processing of all items under Part A and Part B. The **\$2,500** hemp processing license fee must be submitted prior to review and is required for the processing of hemp floral and root.

- Extraction for:
 - Cannabinoid Isolate
 - Research
 - Cosmetics
 - Ingredient for further processing
 - Other, list _____

B. Hemp grain, seed, seed oil, and/or fiber? Yes No

If yes, please indicate your intended end-use market. This license allows the processing of items under Part B only. The **\$1,000** hemp processing license fee must be submitted prior to review. The license to process grain, seed, seed oil and fiber is voluntary and offered only for verification of licensure.

- Grain for:
 - Food/Beverage
 - Seed Oil
 - Research
 - Cosmetics
 - Ingredient for further processing
 - Other, list _____

- Seed for:
 - Propagation
 - Research
 - Other, list _____

- Fiber for:
 - Textiles
 - Research
 - Ingredient for further processing
 - Other, list _____

CONSENT AND AGREEMENT

1. Do you purchase hemp from Montana farmers (including through bailments)? Yes No If yes, you must provide a copy of your contract form(s) for the application to be complete. Mont. Code Ann. §80-18-106. _____ (initial)
2. Do you have unresolved contracts from previous years with hemp growers? Yes No If yes, you are not eligible for a Hemp Processors license. _____ (initial)
3. As a first purchaser of a commodity you may be responsible for collecting and remitting to the MT Department of Agriculture an assessment in the amount determined by the MT Hemp Advisory Committee pursuant to §80-11-515, MCA. Failure to complete these requirements shall subject you to the penalty provisions of §80-4-426, -430, MCA. _____ (initial)
4. In addition to civil penalties, this license may be revoked at any time for failure to comply with Montana statute or administrative rule. _____ (initial)
5. Issuance of this license does not constitute endorsement by the State of Montana or indemnity for any future claims or possible losses incurred. _____ (initial)
6. The Department will make reasonable efforts to ensure properly identified proprietary information is kept confidential. However, circumstances may arise where the public right to know outweighs the general right to privacy. _____ (initial)
7. Licensee must demonstrate that any and all THC produced, extracted or isolated during processing will be destroyed. Failure to demonstrate sufficient THC destruction protocols will void Hemp Processing License and may result in criminal penalties. _____ (initial)

ATTESTATION STATEMENT

I hereby certify that the information contained in and submitted with this application is true and correct. Persons who violate federal laws regarding hemp may be subject to federal prosecution. I agree to comply with Section 80-18-101 through 80-18-111, MCA, ARM 4.19.101 - 202, and with other state and federal regulations of DPHHS and FDA related to hemp processing, including consent to entrance of above property by department personnel for inspection and testing of purchased and processed materials. I also acknowledge that additional inspections and/or certifications by another agency may be required of my products and facility before my products can be distributed as legal hemp products.

Name: _____

Title: _____

Signature: _____

Date: _____

INSTRUCTIONS

The processor license allows licensees to produce derivatives that may be included in products for food, fiber, oils, supplements or drugs (excluding THC) for the wholesale or ingredient market. Hemp processors must comply with city, county, and tribal ordinances and laws. The approval of manufactured hemp derived products at the retail level continue to be subject to the laws and regulations of the United States Food and Drug Association (FDA) and the Montana Department of Public Health and Human Services (DPHHS).

An applicant may apply for a license to process hemp floral and root extracts (Part A) and/or to process hemp grain, seed, seed oil and fiber (Part B) on the same application form. Part A is required of persons who process hemp floral or root extracts and the fee is \$2,500 per calendar year. Part A also allows for the processing of hemp grain, seed, seed oil and fiber. Part B is voluntary and only allows for the processing of hemp grain, seed, seed oil and fiber, the fee is \$1,000 per calendar year. The application period will remain open throughout the year. Persons who have a current and compliant hemp Grower's license can process their own hemp production without a Processor license.

Each physical location that conducts processing must be licensed separately and applied for on a separate form. A physical location is defined as processing and storage/warehouse structures within a 1-mile radius.

A hemp processor is subject to an inspection that may include THC testing, pesticide testing or any other testing requested by law enforcement or the department. All hemp and the products/by-products derived from hemp must comply with state and federal law. THC extracted from hemp plants or hemp floral extraction must be legally disposed of in a manner consistent with state and federal regulations. Manufacturers purchasing from licensed hemp processors in Montana are not required to possess a hemp Processor's license.

Application: Please print clearly or type all required information. If the applicant is a business, please provide the Business License Number on file with the Montana Secretary of State's Office. A check or money order must be enclosed with the appropriate fees, written to the Montana Department of Agriculture. The department cannot accept credit card payments at this time for the Hemp Program. The application must be complete, including initials and signatures, to be considered.

Mail To: Montana Department of Agriculture - Hemp Program
PO Box 200201
Helena, MT 59620-0201

For additional assistance, visit our website at <https://agr.mt.gov/HempProcessors> or contact Mikayla Moore at (406) 444-5430 or by email at hempinfo@mt.gov.