

Section 4: Site Requirements

If you have multiple locations, provide responses for each facility in all prompts within this section.

Required fields are marked with an asterisk ().*

Describe the facility's access to electrical services.*

Cannot be done until facility is secured.

Requires input from someone who has been on site.

[Minn. Stat. Sec. 342.28 subd. 3(1) (microbusiness); 342.29 subd. 3(1) (mezzobusiness); 342.30 subd. 3(1) (manufacturer); 342.37, subd. 2(1) (testing facility)]

Describe the facility's access to water services.*

Cannot be done until facility is secured.

Requires input from someone who has been on site.

[Minn. Stat. Sec. 342.28 subd. 3(1) (microbusiness); 342.29 subd. 3(1) (mezzobusiness); 342.30 subd. 3(1) (manufacturer); 342.37, subd. 2(1) (testing facility)]

Describe the facility's access to sewer services.*

Cannot be done until facility is secured.

Requires input from someone who has been on site.

[Minn. Stat. Sec. 342.28 subd. 3(1) (microbusiness); 342.29 subd. 3(1) (mezzobusiness); 342.30 subd. 3(1) (manufacturer); 342.37, subd. 2(1) (testing facility)]

Describe the facility's ventilation and filtration system, including humidity and temperature controls.*

Cannot be done until facility is DESIGNED.

Requires input from someone who has been on site.

[Minn. Stat. Sec. 342.28 subd. 3(1) (microbusiness); 342.29 subd. 3(1) (mezzobusiness)] [Minn. Admin. R. 9810.2102 subp. 6(3) (manufacturer); 342.37, subd. 2(1) (testing facility)]

Describe the facility's pest prevention and control measures, including integrated pest management principles, pesticides, traps, and physical barriers such as screening.*

Requires different answers for cultivation than for other license types.

If you have cultivation and other endorsements, requires two answers.

[Minn. Admin. R. 9810.2102 subp. 10(3)(C)(1) (manufacturing); Minn. Stat. Sec. 342.25 subd. 4(4) (cultivation); Minn. Stat. Sec. 342.34 subd. 3(b) (wholesale); Minn. Stat. Sec. 342.27 subd. 8(b) (retail)]

Describe the facility's floors, walls, and ceilings, including their ability to be easily cleaned and maintained in good repair.*

Manufacturing Only

[Minn. Admin. R. 9810.2102 subp. 6(5) (manufacturing)]

Describe the facility's sanitation facilities. These must include hand-washing facilities in all cultivation or manufacturing areas where unpackaged product is handled, that supply hot and cold water, hand soap, and sanitary drying functions (such as electronic drying devices, single-use towels, or sanitary towel service).*

One answer works for all license types.

Describe the facility's product storage area(s), including methods of ensuring that regulated products are free from contamination.*

One answer works for all license types.

[Minn. Admin. R. 9810.1104]

Describe the facility's product storage area(s), including methods of ensuring no mixing between batch numbers or different types of regulated products.*

One answer works for all license types.

[Minn. Admin. R. 9810.1104]

Describe the facility's product storage area(s), including methods of storing products at least six inches above the ground.*

One answer works for all license types.

[Minn. Admin. R. 9810.1104]

Describe how the business will record and maintain verification that cannabis workers are following the storage procedures.*

One answer works for all license types.

[Minn. Admin. R. 9810.1104]

Describe how the business will record when the storage area(s) was accessed and by whom, and which regulated products were added or removed from the storage area.*

One answer works for all license types.

[Minn. Admin. R. 9810.1104]

Describe how the business will maintain these storage area records and make them available for inspection.*

One answer works for all license types.

[Minn. Admin. R. 9810.1104]

Provide a description of the signage the business will post at all points of access to areas containing cannabis.*

One answer works for all license types.

[Minn. Admin. R. 9810.1104 subp. 3]

Describe the facility's cannabis waste storage area(s).*

One answer works for all license types.

[Minn. Admin. R. 9810.1104 subp. 5]

Section 4A: Site Requirements for Businesses with Extraction and Concentration Endorsements and/or Production of Customer (Consumer) Products Endorsements

Required fields are marked with an asterisk ().*

Describe the facility’s sanitation facilities. These must include hand-washing facilities in all cultivation or manufacturing areas where unpackaged product is handled, that supply hot and cold water, hand soap, and sanitary drying functions (such as electronic drying devices, single-use towels, or sanitary towel service).*

Manufacturing only (anything with a 9810.2102 reference is from the manufacturing section of the regulations)

[Minn. Admin. R. 9810.2102 subp. 10]

Describe the facility’s chemical control program, including practices for storing toxic cleaning compounds, sanitizing agents, and other potentially harmful chemicals.*

manufacturing only

[Minn. Admin. R. 9810.2102 subp. 10(D)]

Describe the facility’s plans for recycling supplies, inputs, ingredients, and work-in-progress (rework) for manufacturing, including water and packaging materials.*

manufacturing only

[Minn. Admin. R. 9810.2102 subp. 6]

Describe the facility’s methods to secure inputs and ingredients, and in-process products.*

manufacturing only

[Minn. Admin. R. 9810.2102 subp. 2(A)(12)]

Describe the equipment you will use to manufacture consumable items including tables or countertops, mixing bowls, utensils, food storage units, etc.*

manufacturing only

[Minn. Admin. R. 9810.2102 subp. 10(A)(6)–(7)]

Describe the surfaces used to manufacture consumable items, which must be corrosion-resistant and made of materials approved for food contact.*

manufacturing only

Identify all methods of extraction, concentration, and/or conversion to create artificially derived cannabinoids intended to take place at the facility.*

manufacturing only - the same answer can be used here that was used in the preliminary application

[Minn. Stat. Sec. 342.28 subd. 3(3) (microbusiness); 342.29 subd. 3(3) (mezzobusiness)]

List all volatile chemicals and/or catalysts that will be involved in extraction, concentration, and/or conversion (for artificially derived cannabinoids) activities. [Minn. Stat. Sec. 342.28 subd. 3(3) (microbusiness); 342.29 subd. 3(3) (mezzobusiness); Minn. Stat. Sec. 342.26 subd. 3(b) (medical combination business)]

Catalyst/Chemical 1

Product Name*

transfer info from preliminary application

Active Ingredient (if applicable)*

transfer info from preliminary application

Product Type/Use (catalyst, solvent, etc.)*

transfer info from preliminary application

Vendor Name*

Identify vendor

Vendor Address/Phone*

Identify vendor

Add another chemical/catalyst?*

☐ Yes ☒ No

Identify and describe all products the business intends to manufacture. Fill out a separate entry for each product. Products with multiple flavors may be listed on the same entry, but you must list each flavoring ingredient separately. [Minn. Admin. R. 9810.2102 subp. 2(A)]

Product 1

Product Name*

name product

Product Description*

describe product

Ingredients*

list ingredients

Flavoring Ingredients*

list ingredients

Ingredient Brand/Product Name(s)*

list brands

Ingredient Vendor Name(s), Address(es), and Phone Number(s)*

list vendor info

Packaging Used*

Packaging Used*

describe type of packaging

Intended Use*

describe use

Intended Consumers*

describe consumers

Shelf Life*

enter shelf life

Labeling Instructions Related to Safety*

labeling instructions

Storage and Distribution*

Planned Annual Volume*

Add another product?*

☐ Yes ☐ No

Identify the hazards (biological, chemical, and physical) and controls for each product and process.*

[Minn. Admin. R. 9810.2102 subp. 2(A)(9)]

Are you going to be manufacturing cannabis products while also planning to receive product from unlicensed individuals to process for those individuals?*

☐ Yes ☐ No

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Section 4B: Site Requirements for Businesses with Cultivation Endorsements

Required fields are marked with an asterisk ().*

Describe the facility’s sanitation facilities. These must include hand-washing facilities in all cultivation or manufacturing areas where unpackaged product is handled, that supply hot and cold water, hand soap, and sanitary drying functions (such as electronic drying devices, single-use towels, or sanitary towel service).*

One answer, can be done now.

List all products intended for use during cultivation:

Please note that only the products listed on this form may be used during cultivation. If additional products are needed, the form must be updated, resubmitted, and approved prior to use.

Product 1

Product Name*

Product Name*

Active Ingredient (if applicable)*

Product Type (pesticide, fertilizer, nutrients, etc.)*

Vendor Name*

Vendor Address/Phone*

Add another product intended for use during cultivation?*

☒ Yes ☐ No

Product 2

Add another product intended for use during cultivation?*

☐ Yes ☐ No

Describe the method of cultivation (hydroponic, aeroponic, in-ground, etc.).*

Describe the approximate growing schedules, including number of harvests and number of plants intended per year, and how the facility will record the actual dates such activity occurs including seeding planting, and harvesting dates.*

[Minn. Admin. R. 9810.2000 subp. 3(A)(10)–(11)]

Describe the methods for drying, curing, and storing harvested cannabis.*

[Minn. Admin. R. 9810.2000 subp. 3(A)(12)]

[Save and Resume Later](#)

Section 4C: Site Requirements for Businesses with Retail Operations Endorsements

Required fields are marked with an asterisk ().*

Describe the point-of-sale (POS) system that will be used, which must be validated and integrated with the statewide tracking system.*

Requires choosing POS provider

All POS systems that can be used are listed at <https://www.metro.com/validated-integrators/#Minnesota>. [Minn. Admin. R. 9810.2501 subp. 1(B)]

Describe the facility's ventilation and filtration system, including humidity and temperature controls, and ability to control odor.*

Requires facility design

[Minn. Admin. R. 9810.2500 subp. 2(A)]

Describe how the business will track all adult-use cannabis and medical inventory management and sales separately.*

can be done now

[Minn. Admin. R. 9810.4200 subp. 1]

Describe the procedures for ensuring the retail sale area is only accessed by individuals either 21 years or older or registered in the medical registry program.*

can be done now

[Minn. Admin. R. 9810.2501 subp. 2] [Minn. Admin. R. 9810.1500 subp. 7]

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Section 5: Security Plan

If you have multiple locations, provide responses for each facility in all prompts within this section.

Required fields are marked with an asterisk ().*

Secure Access Procedures and Related Equipment

Describe the facility’s secure access procedures and related equipment.

Describe any commercial-grade locks.*

[Minn. Admin. R. 9810.1500 subp. 12]

Describe any lockable product storage areas and restricted-access areas.*

[Minn. Admin. R. 9810.1104 subp. 13]

Describe any lockable entrance and exit doors and windows.*

[Minn. Admin. R. 9810.1500 subp. 12]

All cannabis workers must have an employment identification badge (issued by the cannabis business) that implements a visual coding system indicating the activities the worker may perform and the areas the worker may access. Describe your plans for meeting this requirement.*

[Minn. Admin. R. 9810.1500 subp. 6]

Describe the presence of electronic locks and keypads on all perimeter entry doors.*

[Minn. Admin. R. 9810.1500 subp. 12]

Describe your means for preventing access to limited-access areas by individuals under 21 years old.*

Describe the secure storage of electronic and paper customer and business records in a locked room.*

[Minn. Admin. R. 9810.1500 subp. 7(c, d)]

Describe any fencing that might be used for the facility.

[Minn. Admin. R. 9810.1500 subp. 14]

Alarm System

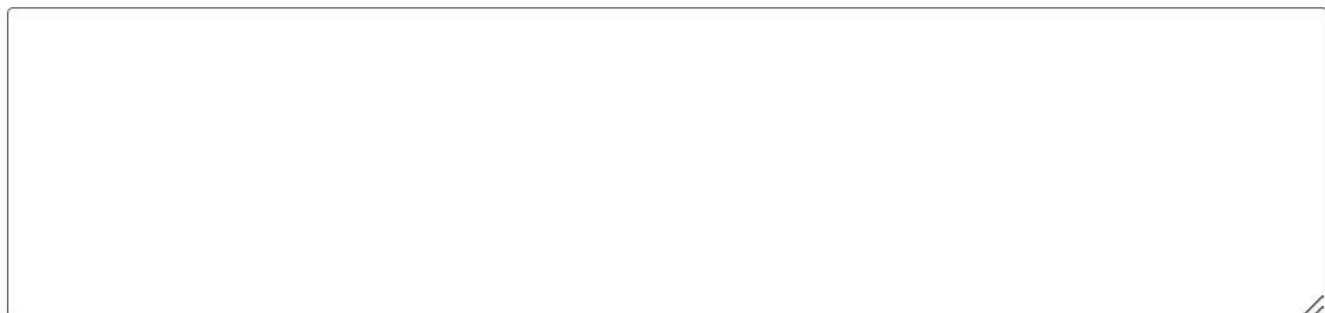
[Minn. Admin. R. 9810.1500 subp. 8]

Describe how you'll ensure your alarm system has an operational status of 24 hours per day, seven days per week.*


Describe how the facility's alarm system will be monitored by a security company or an employee of the licensed business.*

A large, empty rectangular text box with a thin black border. In the bottom right corner, there is a small icon consisting of two diagonal lines forming a right angle, indicating a text entry field.

Describe the facility's alarm system's capability of immediately alerting local law enforcement and the business for any unauthorized breaches or a system failure.*

A large, empty rectangular text box with a thin black border. In the bottom right corner, there is a small icon consisting of two diagonal lines forming a right angle, indicating a text entry field.

Describe the presence of a backup system that activates immediately and automatically in the case of electricity loss.*

A large, empty rectangular text box with a thin black border. In the bottom right corner, there is a small icon consisting of two diagonal lines forming a right angle, indicating a text entry field.

Describe the plan for repairing alarm system failures within 72 hours of system failure.*

A large, empty rectangular text box with a thin black border. In the bottom right corner, there is a small icon consisting of two diagonal lines forming a right angle, indicating a text entry field.

Describe the alarm system's audible alarm capable of being heard within a 100-foot radius from all facility entrances and exits.*

Describe the ability of the audible alarm to be remotely disabled by authorized personnel.*

Security Personnel

[Minn. Admin. R. 9810.1500 subp. 16]

Describe any security personnel that may be utilized, including acknowledging that they must be at least 21 years of age.*

If employing a security company, ensure they are licensed by the State of Minnesota. Provide information on the security company. (if applicable)

If employing a security company, ensure they are licensed by the State of Minnesota. Provide information on the security company, (if applicable).

Testing and Inspection of Security Measures

[Minn. Admin. R. 9810.1500 subp. 3]

Describe periodic testing and inspection of security measures (that must occur at least every 90 days).*

Video Surveillance System

[Minn. Admin. R. 9810.1500 subp. 9]

Describe how you'll ensure your video surveillance system has an operational status of 24 hours per day, seven days per week.*