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Governor

# ARKANSAS DEPARTMENT OF AGRICULTURE

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## 2024 NEW VARIETY REQUEST FORM: GUIDELINES

### **Seed/Propagules must be in compliance with Federal THC Threshold, which is known as the “acceptable hemp THC level:”**

License holders must use only seed, propagules, or plants that are demonstrated to conform to the 0.3% Total THC threshold. Documentation of measured THC levels shall be submitted to the Department with this request form. Documentation shall also include the name, address, email, and telephone number of both the independent third-party laboratory, and the company seed source. Seed, propagules, or plants from outside of Arkansas that are not reviewed and approved by the Department are prohibited from use in the Program. Any license holder found using seed, propagules, or plants not reviewed and approved by the Department may be subject to a Corrective Action Plan, license revocation, or any additional civil or criminal liabilities that may exist.

**Intellectual Property**— License holders are prohibited from growing for replication any intellectual property or genetic lines for which they do not have a license or written permission from the varietal property owner. A copy of any license or permission from the varietal property owner shall be provided in writing to the Department upon request. The Department shall not approve a Domestic Seed/Propagule Request form unless the License Holder affirms that the Licensee’s planned activities will not infringe on the intellectual property rights of any person.

**Domestic Seed and/or Plant Acquisition (from within the United States)**— All seed and/or plants sourced from within the United States, but outside of Arkansas, must be pre-approved by the Department. License holders shall submit the *New Variety Request Form* to the Department **at least three (3) weeks in advance of any proposed transfer of hemp materials. Refer to the latest Summary of Varieties List on the Program’s website prior to requesting a desired hemp variety. If the variety is already approved, no need to submit this request form.**

In order to transfer or sell viable hemp seed into or out of Arkansas, hemp seed companies/entities must be licensed to deal/label certified seed with an Arkansas Seed Dealers/Labeler License. For more information about this license, contact the Department Seed Section or visit <https://www.agriculture.arkansas.gov/plant-industries/seed-section/>.

**Propagules/Seedlings/Clones coming in or out of Arkansas must have a phytosanitary certificate/inspection documentation accompanied with the rooted plants, certifying them to be free of injurious pests and diseases.** Propagules/seedlings/clones must also be accompanied by required transfer paperwork, including copies of hemp license certificates, transport manifest documents, and valid lab analysis sheets/COAs. For more information about phytosanitary certificates/inspections, please contact the Department Nursery Program or Department Hemp Program Staff.

The seed and/or propagule source must be a participant in a “duly recognized § 7606 Program,” (an institute of higher education or an individual or company permitted, licensed, or contracted by another industrial hemp research pilot program being conducted under the authority of 7 U.S.C. § 5940). It is the license holder’s responsibility to ensure that the transfer or sale of any industrial hemp material from another § 7606 program complies with all applicable laws and policies in the originating state. The Department has no authority to authorize or regulate industrial hemp materials physically located outside of Arkansas.

**Landrace/Feral Hemp Varieties**— License holders whose research project includes the investigation of potential landrace varieties of hemp or any other varieties or genetic lines of unknown heritage must contact the Hemp Program Manager to arrange for replication and testing of the variety before it may be grown in Arkansas.



# 2024 NEW VARIETY REQUEST FORM

## (Domestic Seed/Propagule Request Form)

Official Use Only

This request form and all required attachments detailed below are **due three (3) weeks in advance of proposed seed/propagule purchases** from within the United States, but outside of Arkansas. Only approved licensees may submit this request form.

- **Before submitting this request form, first review the latest “ Summary of Varieties List” located on the program website. If variety has already been approved for use in the Program, no need to submit this request form.**

**Instructions:**

- Requester must be licensed with the Program and receive pre-approval and instructions from Department hemp staff *BEFORE* the seeds/propagules can be shipped into Arkansas.
- If a variety has already been approved for planting with the Program, the variety will be listed on the “ Summary of Varieties” list, and this request form is not needed. **This request form is intended for new hemp varieties not yet approved by the Department.**
- License holders are responsible for all risks and costs including shipping, damaged or missing inventory, etc. **Make sure shipments include all required transfer documents within the shipping container. Refer to the shipping company’s hemp policy prior to shipping.**

**NOTE: If transporting propagules/seedlings/clones/rooted plants into or out of Arkansas:**

- 1) Phytosanitary Inspection Certificate must be obtained (from AR Dept of Ag OR that state’s Dept of Ag)
- 2) All required documents for transports of hemp material (copies of hemp licenses, lab sheets, transport manifest documents)

<b>License Holder:</b>		<b>License #:</b>
<b>Name of Signing Authority on License:</b>		
<b>Email:</b>	<b>Phone:</b>	

- 1) Attach independent third-party test results to this request form for each requested variety documenting the total delta-9-THC concentration of 0.30% or less on a dry weight basis. Test results must also identify the seed source and varietal name. This is usually provided by the hemp seed company.
- 2) Attach documentation to this request form verifying the seed or propagule source as a current legal hemp operation in the state of origin (registration, permit, license, phytosanitary certificate, etc.).
- 3) Attach Arkansas Seed Dealer’s Permit (if seed company). All entities distributing viable hemp seed into or out of Arkansas must have an Arkansas Seed Dealer/Labelers Permit with the Department Seed Certification Program.
- 4) Complete the seed and/or plant variety information in the table below. Attach additional copies of table, if needed.

<u>Seed Source:</u> Company Name and State	Hemp Variety of Seed and/or Propagules Requested	Form Of Material (seed or rooted cuttings/propagules)	Quantity (weight in lbs or number of plants)	Number of Packages
<i>Example: A-Z Hemp, KY</i>	<i>HempAZ682</i>	<i>Seed</i>	<i>2,000 lbs</i>	<i>40 x 50 lb bags</i>
<i>Example: HipHemp, CO</i>	<i>HHCBD1234</i>	<i>Rooted cuttings</i>	<i>75 plants</i>	<i>1 trailer</i>

5) If the requested seed shipment will be distributed to other AR Licensed Hemp Growers, complete the table below.

Yes, will distribute:

No, will not distribute:

6) Check the following box to affirm that the activities planned under your research project with the above described seeds/propagules will not infringe on the intellectual property rights of any person or business.

**Intended Hemp Seed/Propagule Licensed Recipients Information:**

	Name of Licensed Grower or approved applicant	Grower License #	Seed or Propagule Quantity (lbs or number of plants)	Variety	Date
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					

You are permitted to copy this page and attach additional sheets as necessary.

If additional sheets attached, indicate total number of sheets attached: \_\_\_\_\_

Signature of Signing Authority: \_\_\_\_\_ Date \_\_\_\_\_

Submit Completed Form & Attachments by E-mail to: [Industrialhemp@agriculture.arkansas.gov](mailto:Industrialhemp@agriculture.arkansas.gov)