



LDAF INDUSTRIAL HEMP PROGRAM

SEED ACQUISITION REQUEST INSTRUCTIONS

Seed Acquisition General Information

- All industrial hemp seed and propagating stock must be pre-approved by LDAF prior to being shipped into Louisiana.
- Licensees must submit a completed *Seed Acquisition Request* form, along with all required documentation to LDAF a **minimum of two (2) weeks in advance of any proposed transfer of materials.**
- The source of seed and propagating stock must be a licensed participant in a recognized program in the state of origin; i.e., an institute of higher education or an individual or company permitted, or licensed by another industrial hemp program being conducted under the authority of 7 U.S.C. § 5940.
- It is the licensee's responsibility to ensure that the transfer or sale of any industrial hemp seed or propagating stock from another program complies with all applicable laws and policies in the originating state. LDAF has no authority to authorize or regulate industrial hemp materials physically located outside of Louisiana.
- **Seed or propagating stock which has not been approved by LDAF through this process are prohibited in Louisiana.** Any licensee found to be using seed or propagating stock not approved by LDAF may be subject to regulatory action, including any criminal liabilities that may apply.

THC Threshold Compliance (For Seed and Propagating Stock)

- Licensees must purchase and utilize only seed and propagating stock in which a third-party laboratory analysis has confirmed the mature industrial hemp from which the seed or propagating stock was harvested contained a THC concentration of not more than the federally defined THC level for hemp.
- Documentation in the form of a Certificate of Analysis (COA) of measured THC levels of parent material must be submitted with this request to LDAF.
- The COA shall include, at a minimum, the name, address, and telephone number of both the testing laboratory and the seed owner at the time of testing, variety/strain, signature of laboratory representative.

Seed Testing and Labeling Compliance (For Seed Only)

- Licensees must purchase and utilize only seed originating from an industrial hemp grower licensed within the state of production that is accompanied by the following official documentation:
 - Seed purity and germination analysis report as set forth in R.S. 3:1436; and
 - Seed label, in compliance with R.S. 3:1436, for the industrial hemp seed which is being requested for approval.

Completing the Form

- **Complete the form in its entirety;**
- Email it, along with the required documentation to industrialhemp@ldaf.la.gov, or
- Mail, or hand deliver a hard copy of the completed form and required documentation to: Louisiana Department of Agriculture & Forestry, Industrial Hemp Program, 5825 Florida Blvd., Suite 3004, Baton Rouge, LA 70806.

Required Documentation

- Completed *Seed Acquisition Request* form (*seed and propagating stock*)
- Certificate of Analysis for THC concentration that represents the mature parent material of each variety (*seed and propagating stock*)
- Seed purity and germination Report of Analysis (*seed only*)
- Seed label (*seed only*)
- Phytosanitary documentation, if required (*seed and propagating stock*)

LICENSEE MUST OBTAIN APPROVAL FROM LDAF PRIOR TO SEEDS AND PROPAGATING STOCK BEING SHIPPED INTO LOUISIANA



LDAF INDUSTRIAL HEMP PROGRAM INDUSTRIAL HEMP SEED ACQUISITION REQUEST FORM

Industrial Hemp Licensee Name: _____ License Number: _____

Name of Designated Responsible Party (if applicable): _____

Licensee Email: _____ Licensee Phone Number: _____

Complete all information in the table below for each Strain/Variety being requested for approval.

						FOR LDAF OFFICIAL USE ONLY	
Seed Source: (Company Name and State)*	Variety/Strain (of Seed or Propagating Stock Requested)	Form of Material	Quantity	Unit (weight in lbs. or number of plants/seeds)	Certificate of Analysis ID No. (THC Test)	LDAF Approved (Yes/No)	LDAF Agent Signature
<i>Ex: ABC Hemp, LA</i>	<i>Hemp 01</i>	<i>Seed</i>	<i>15</i>	<i>lbs.</i>			
<i>Ex: USA Hemp, CO</i>	<i>CBD100</i>	<i>Propagating Stock</i>	<i>1000</i>	<i>plants</i>			

*Copy this sheet and attach additional pages as necessary. Number of additional pages attached: _____

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Strain/Variety	Reason for Seed Acquisition Denial

Signature of Licensee or Designated Responsible Party / Name of Licensee or Designated Responsible Party / Date