



West Virginia Department of Agriculture

Kent A. Leonhardt, Commissioner
Joseph L. Hatton, Deputy Commissioner

West Virginia Registration of Hemp Products or Extracts Application January 1, 2024 - December 31, 2024

Name of Manufacturer/Registrant:			
Physical Address where Hemp Products are Manufactured:			
Mailing Address: <i>(If different than physical address)</i>		<input type="checkbox"/> Same as above	
Legal Name of Owner:			
Email address:			
Telephone #:			
Name and address of person whose name appears on the product label:			
Manufacturer type(s):			
<input type="checkbox"/> Fiber	<input type="checkbox"/> Flower	<input type="checkbox"/> Seed	<input type="checkbox"/> Cosmetic
<input type="checkbox"/> Oil	<input type="checkbox"/> Edible	<input type="checkbox"/> Vape	<input type="checkbox"/> Other

<p>Do you only manufacture hemp that you have grown?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>Note: Hemp Fiber products are exempt from the product registration.</p>	
<p>Registration Checklist</p> <p><input type="checkbox"/> Completed the Manufacturer/Registrant Registration of Hemp Products Form</p> <p><input type="checkbox"/> Completed a List of Products Manufactured</p> <p><input type="checkbox"/> Included the Required Annual Registration Fee per Product</p> <p><input type="checkbox"/> Include copy of each Product Label</p> <p><input type="checkbox"/> Included copy of WV processing/cultivation license and WV Grown approval If applicable</p>	
<p>Name of Responsible Person (Print):</p>	
<p>Signature:</p>	<p>Date:</p>
<p>Date Received by WVDA:</p>	<p>Person Receiving:</p>
<p>Date Registration Sent by WVDA:</p>	<p>Approved or Denied:</p>

Registration fee shall be paid in U.S. Funds drawn from U.S. Banks. All checks or money orders should be made to the West Virginia Department of Agriculture and mailed to the address below. For any questions, please call 304-558-2227. All registrations will be sent to the applicant once approved and upon receiving payment. Complete this form and mail with check or money order to:

West Virginia Department of Agriculture
Attn: Administrative Services Division
 1900 Kanawha Blvd. East
 Charleston, WV 25305-0170

List of Hemp Products Intended for Sale

Please fill in all spaces with the correct information. Also required for registration of each product listed below; a complete copy of the label and certificate of analysis (please see attached documentation of label and certificate of analysis requirements). If you wish to add additional products for sale after the initial registration, please submit an Amended Hemp Products Registration to hempproducts@wvda.us.

Product (example: oil, food, smokable flower, etc.)	Full Name of product (Mom’s Hemp Full Spectrum Balm with Peach Scent)	Brand (example: Mountaineers are Always Free)	Origin of raw hemp product used to manufacture final product (Name and Address)	State where final product is manufactured	White Labeled (Yes / No)

(capped at \$1,000 if manufactured and sold in West Virginia)
Total Products _____ x \$200 per product = Total for all products submitted \$ _____