Steps to apply for a Hemp Grower license:

1. Open the web application, read and accept the guidelines.

2. Enter contact information
Enter Business Information (Skip if you are applying as an individual). Check the box “Applying as a Business” and enter the appropriate business information. Make sure to enter your business type and EIN.

If applying as a business upload a current Certificate of Existence obtained through the Georgia Secretary of State’s Office and any required local business license(s). To upload click the appropriate link and in the pop-up enter a description, choose a file, and click “Upload Selected File”. You will see the attached documents at the top of the pop-up when reopening the attachment link or opening a different attachment link.
5. If applying as a business, add business member(s) by clicking the link “Update Your Business Members”.

Enter the appropriate information and click “Add Business Member”. Finalize by clicking “Close and Update Hemp Grower”.

6. Enter the number of acres and/or number of greenhouses where you intend to cultivate hemp. If you intend to cultivate in only a field or greenhouse, enter “0” in the other box.
In the Acreage Details section, you must enter each Grow Site Property(s) and provide information on each Field or Greenhouse on that property. To begin, click “Update Your Grow Site Properties” enter the appropriate information and click “Add a New Grow Site Property”. For each grow site a legal description is required.

Once a Grow Site Property has been added you must identify and provide details for each field and/or greenhouse. Make sure you click the “Add a New Grow Site Property” button before you hit “Close and Update Hemp Grower”.

Choose the correct property from the Grow Site list, identify whether it is a field or greenhouse and provide the GPS coordinates and square footage. Square footage is not required for fields. The GPS coordinates may be manually entered, or you may use the “Interactive Map to Plot Coordinates” tool. To use the tool, open the pop up and pan/zoom to your field or greenhouse and click on the map where you want to collect GPS coordinates. Once you click the GPS coordinates will automatically be added. To finish click “Add Fields/Greenhouses” and repeat as needed. Finalize by clicking “Close and Update Hemp Grower”. Note – you must have saved at least one grow site property and at least one field/greenhouse to successfully submit an application.

Make sure to use the attachment links to upload the following:

- An aerial map or photograph (satellite imagery) that clearly shows the boundaries and dimensions of each grow site (field or greenhouse) and storage
- A copy of the deed or lease for each Grow Site property, whether it is a field or a greenhouse, along with copies of relevant easements or licenses as proof of legal authority to cultivate hemp on the Grow Site.
In the Storage Facilities section, you must enter each Storage Facility Property(s) and provide information on each Storage Facility on that property. For each storage site legal description is required. If you will not store hemp, you may check the box and skip this section. To begin, click “Update Your Storage Facility Properties” enter the appropriate information and click “Add a New Storage Facility Property”.

Once a Storage Facility Property has been added you must identify and provide details for each storage facility. Choose the correct property from the Facility list then provide the GPS coordinates and square footage. The GPS coordinates may be manually entered, or you may use the “Interactive Map to Plot Coordinates” tool. To use the tool, open the pop up and pan/zoom to your storage facility and click on the map where you want to collect GPS coordinates. Once you click the GPS coordinates will automatically be added. Click “Add Storage Facility” and repeat as needed. Finalize by clicking “Close and Update Hemp Grower”.

![Image of Storage Facilities section](image-url)
In the Processing section, read and acknowledge the statements by checking all that apply. If you intend to enter into an agreement with an approved Processor Permittee ensure you use the “Attach Affidavit” link to upload the affidavit. Sample affidavits may be found on our website (agr.georgia.gov/georgia-hemp-program.aspx). If you intend to enter into an agreement, provide the Processor Permittee information using the “Update Your Processor Contacts” link.

Enter the Processor Permittee information and click “Add Processor”. Finalize by clicking “Close and Update Hemp Grower”.

In the Certification section, read and acknowledge the statements and click “Submit Application” when ready to officially submit. If you are not ready to officially submit click “Save and Continue Application Another Time” and you will receive an email with a link to return to your unsubmitted application.