



Utah Department of Agriculture and Food

4315 S 2700 W
Taylorsville, UT
84129

cannabis@utah.gov
801-982-2375

Medical Cannabis Courier Operating Plan Coversheet

In accordance with 4-41a and R66 a licensed Utah medical cannabis courier must have an operating plan that describes how the courier will comply with all applicable operating standards, statutes and administrative rules. This document is not intended to be a full comprehensive list of all operating standards, statutes and administrative rules. Medical cannabis facilities must be familiar with and comply with all operating standards, statutes and administrative rules. Statues and administrative rules change frequently, verify you are using the most up to date form.

Application Type

New Application Renewal

Business Information

Submit a current local business license or permit from the city/municipality.

Business Entity type: Individual Corporation Partnership LLC

Business Name:		DBA:	
Physical Address:			
Mailing Address:			
Phone Number:		E-mail:	
Contact Name:		Contact Position:	

Business Owner(s) Information

List of owners with 10% or greater financial or voting rights (include name and percentages). List persons with power to direct or cause management or control of courier. 4-41a-1202 (3)(b), 4-41a-1202 (10).

Owner(s)		Management	
Name:		Name:	
Phone Number:		Phone Number:	
E-mail:		E-mail:	
Ownership %		Position	
Mailing Address		Name:	
		Phone Number:	
Name:		E-mail:	
Phone Number:		Position	
E-mail:			
Ownership %		Name:	
Mailing Address		Phone Number:	
		E-mail:	
		Position	
Name:			

Phone Number:			Name:	
E-mail:			Phone Number:	
Ownership %			E-mail:	
Mailing Address			Position	

The applicant understands that as an applicant and potential licensee you are REQUIRED to know the current statutory law, administrative rules and Departmental policies and comply in full? ___ Yes ___ No

Descriptions of the credentials and experience of each officer, director, and owner and prospective employee who have a financial or voting interest of 10% or greater in the proposed cannabis pharmacy; or the power to direct or cause the management or control of a proposed cannabis production establishment. *Only required if this in an initial application or if information has changed.*

A description of any investigation or adverse action taken by any licensing jurisdiction, government agency, law enforcement agency, or court in any state for any violation or detrimental conduct in relation to any of the applicant's cannabis-related operations or businesses.

Courier Operating Checklist

Please attach operating plan in designated order in a single PDF

General Operating Items

1. Location and description of where the vehicles are housed when not in use. R66-6-3(8). 4-41a-1202(13)(a)
2. List of electronic payment providers. 4-41a-1201 (1-2)
3. List and description of vehicles meeting appropriate standards. R66-6-3(3)(f)
4. Procedure to maintain records of employees. List all current employees. R66-6-3(3)(e), 4-41a-1204(10)
5. Employee Training Standards. R66-6-7
6. Security Plan. 4-41a-1202(13)(d)
7. Storage plan that keeps product safe and sanitary. 4-41a-1205(3)(a)(i), 4-41a-1202(13)(e)
8. Procedure to for creating/maintaining the manifest and trip log. R66-6-3(3)(g), R66-6-3(3)(i), 4-41a-404
9. Procedure if items are missing. R66-6-3(9)
10. Return procedures. R66-6-3(10), 4-41a-1205(3-4)

Delivery Standards that include:

11. Payment has been made prior to delivery. 4-41a-1205 (2)(c)(iii)
12. Record keeping in ICS. R66-6-3(3)(b), R66-6-4(2)(a)
13. No person other than courier agent in vehicle. R66-6-3(3)(h), R66-6-4(2)(d)
14. Verify delivery is to the cardholder. R66-6-3(4)(a), R66-6-4(3)(a)
15. Only deliver during 6am-10pm. R66-6-3(4)(b), R66-6-4(3)(b)
16. Does not leave product unattended for more that 1 hour in vehicle. R66-6-3(4)(c), R66-6-4(3)(c)
17. Does not make changes to orders. R66-6-3(4)(d), R66-6-4(3)(d)
18. No product consumed. R66-6-3(4)(e), R66-6-4(3)(e)
19. Wear a name badge. R66-6-3(5)(a), R66-6-4(4)(a)
20. Provide PMP contact info and hours of availability. R66-6-3(5)(b), R66-6-4(4)(b)

Change Requests (Renewal Applications Only)

21. Attach all approved change requests to the application

Certification and Acknowledgments

Applicant understands the requirements for licensure are based on current statute and rule and are subject to change. Applicant agrees as a condition of licensing that he has read and will abide by the provisions of Utah Code 4-41a and all rules promulgated thereunder and all directives of the Utah Department of Agriculture and Food. The applicant also understands that failure to adhere to or maintain the qualifications of their license, may result in suspension or revocation of the license and/or forfeiture of the performance bond or any other remedies allowed by law.

Applicant agrees to immediately notify the department of any change in ownership or financial interest of the facility; the facility's name, change in location, remodeling, expansion, reduction or physical, non-cosmetic alteration of the facility, change in written operating procedures, or change in any information submitted in this application.

The undersigned acknowledges that representatives of the Utah Department of Agriculture and Food may inspect the records and facility of a cannabis production establishment at any time during business hours to determine and ensure the cannabis production establishment is in compliance with the law. Failure to provide the department or the department's authorized agents immediate access to records and facilities during business hours in accordance with this section may result in a civil monetary penalty; license or registration suspension or revocation; or an immediate cessation of operations under a cease and desist order issued by the department.

Applicant acknowledges and understands that cultivating, possessing, using, distributing and/or selling marijuana is prohibited by federal law, notwithstanding Utah law or any authorizations in the Agent or this Registration to the contrary. Nothing in this Application is intended to provide any guidance or assistance in violating or complying with existing federal laws regulating marijuana cultivation, distribution, or use. Similarly, compliance with state law or the terms of this Registration, or possession of the registration card does not confer immunity from enforcement of federal law or federal enforcement practices. Further, nothing in this Application or the Registration Card shall be construed as advice with regard to compliance with applicable federal, state, or local tax laws or any regulatory consequences of engaging in any business in this industry.

The undersigned acknowledges that they have read and understand the statements herein and the execution thereof is done voluntarily and by the authorization of the applicant entity.

The undersigned hereby makes application to the Utah Department of Agriculture and Food and certifies that the information contained herein and attached here is true and correct.

Name:		
Signature:		Date:
For UDAF Office Use Only		
Date Received:		Date Approved:
Compliance Officer:		