



Wholesaler For-Hire Trimming Privilege

Form Instructions

What is this form?

The **Wholesaler For-Hire Trimming Privilege** rule, [OAR 845-025-3505](#), allows a wholesaler licensee to provide trimming services at a licensed producer premises using mobile equipment that will be brought temporarily into the area of the producer premises, such as a vehicle trailer or other mobile unit or structure intended to temporarily hold harvested marijuana plant material while being trimmed by representatives of the wholesaler licensee.

If a wholesaler licensee is providing trimming services at a producer premises using only equipment brought into the producer premises that would not alter the use or security of the premises and the wholesaler is not adding a mobile trimming unit or temporary structure to the area, this application may not be required. Contact marijuana@oregon.gov or 503-872-6366

Use this form only if you are:

- A **wholesaler** and you are seeking to dry and/or trim usable marijuana on behalf of a producer licensee at the licensed premises of that producer utilizing mobile trimming equipment such as a trailer or temporary structure that will be located on the producer premises that would alter the licensed premises or usage of the premises.

Do not use this form if you are:

- Any other licensee but a wholesaler.
- A **producer** seeking to add a structure to your licensed premises. To alter your licensed premises, submit an "Alterations to a Licensed Premises" application, found on the Forms & Publications page at <http://marijuana.oregon.gov>
- A **wholesaler** who receives whole harvested plants from a producer and performs trimming at the licensed wholesaler premises. This is an existing privilege of the wholesaler license type.
- A licensee or non-licensee of any type who will perform trimming at the licensed premises of a producer using the producer facility and equipment without an alteration to the premises or security.



OREGON LIQUOR CONTROL COMMISSION

Supplemental Form:

Wholesaler For-Hire Trimming Privilege

Section 1 – Business Information

Application/License ID:	
Applicant/Licensee Name:	
Trade Name:	

Premises Address:					
City:		State:	OR	ZIP:	

Section 2 – Mobile Equipment

Describe or identify the mobile equipment that will be transported to producers' licensed premises. If using vehicles or vehicle trailers that must be registered with a state authority, include the license plate number and state of registration. If not required to be registered, indicate how you will physically designate and track unique units, such as a number or other designation physically located on the unit. Each unit must be independently capable of meeting the surveillance and recording requirements. In addition, each must be capable of meeting alarm and physical security requirements for a licensed premises if it is to be used for the storage of marijuana items during non-operating hours.

The commission may require an inspection of the wholesaler licensee's mobile trimming operation at any time.

State of Registration	Plate #	Unit Designation (or N/A)	Description

Attach additional copies of this page if necessary.



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Section 3 – Control Plan

A control plan is required for the For-Hire Trimming Privilege. Your plan must include, at a minimum, procedures to prevent unlawful activity and violations, to prevent any person under the age of 21 from accessing any areas where marijuana items will be trimmed. The wholesaler license and producer licensee are **jointly responsible** for ensuring all activities within enclosed areas where trimming will occur are captured on video recording devices at a minimum framerate of 1280 x 720 pixels and 10 frames per second. Captured video recordings must be retained by both licensees for a period of 90 days and must be made available to the Commission immediately upon request.

Indicate all that apply:

- Marijuana items will be present in the area of the wholesaler's mobile trimming equipment only when a representative of the wholesaler and/or the producer licensee is present in that area.
- When the trimming operation and producer license are not in operation, all post-harvest marijuana items, including whole harvested plants, will be stored in a secure area secured at all entry points with a steel door in a steel frame and commercial-grade locks.
- Prior to arriving at any licensed producer premises, mobile trimming equipment will be inspected by the wholesaler licensee to ensure all video recording equipment is functioning and no marijuana items are present in or on the equipment.
- Prior to departing any licensed producer premises, mobile trimming equipment will be inspected by the wholesaler licensee to ensure all video recording equipment is functioning and no marijuana items are present in or on the equipment.
- A licensee representative will verify the identity, age, and worker permit status of each employee performing services on behalf of the wholesaler prior to the beginning of any work shift.
- Age and identification will be verified for any visitors or contractors entering the licensed producer premises and the wholesaler will separately from the producer keep a log of all such visitors.
- Mobile trimming equipment will never be used for the transport of marijuana to or from a licensed premises.
- Mobile trimming equipment may be used for the transport of marijuana to or from a licensed premises, but will only be used for transport when not engaged in trimming and all CTS tracking requirements will be met, including manifest tracking requirements prior to transport.
- The wholesaler will provide the producer a detailed record of all marijuana items trimmed and ensure the producer has all necessary information to track, package, and tag trimmed marijuana items by harvest at the end of each business day.

In addition to the operating procedures described in this section, the wholesaler licensee must record the name and permit number of every employee performing work under this privilege in CTS as required by OAR [845-025-1230](#)(9)(a).



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Section 3 – Control Plan (Continued)

In addition to any of the items indicated on the previous page, the wholesaler licensee will utilize the additional following procedures to prevent unlawful activity and violations and ensure no person under the age of 21 accesses any areas where marijuana items will be trimmed:

Section 4 – Requirements & Acknowledgement

In addition to the control plan in Section 3, all wholesalers with a For-Hire Trimming Privilege must do the following as operational requirements. Failure to follow the control plan or meet operational requirements may result in a violation and sanction by the Commission up to and including license cancellation.

By signing below, licensee/applicant acknowledges that a wholesaler with a For-Hire Trimming Privilege must:

- Notify the Commission at least 3 business days in advance of transporting mobile trimming equipment to a producer’s licensed premises.
- Jointly with the producer ensure adequate video surveillance of the trimming area and supply a producer a copy of any video captured by the wholesaler, meeting all minimal video quality requirements and video retention requirements as required by [OAR 845-025-1450](#).
- Maintain a log of all employees and visitors accessing areas where mobile trimming equipment is used, including first and last name, the date and time of arrival and departure, and the worker permit number of the individual. In addition, the date of birth of every visitor who is not an employee must also be recorded in the log.
- The mobile trimming unit must be located wholly within the premises of the producer licensee.

At all times while the mobile trimming unit is on the premises of a producer, all marijuana items within the mobile trimming unit must be only those items that are in the inventory of the producer licensee in CTS. **The person or persons signing below must be individuals identified as licensees or applicants to the wholesaler license who are entitled to enter into obligations.**

Signature: _____

Date: _____

Name: _____

Title: _____

OLCC USE ONLY

Privilege approved by: _____

Date: _____