

Nashville Receptionist

From: Hemp-Derived Cannabinoid <hdc.inspection@tn.gov>
Sent: Friday, May 16, 2025 5:46 AM
To:
Subject: Hemp-Derived Cannabinoid Retail License Renewal
Attachments: Document_NoticeofRetailerRequiredDocumentsforRenewal_

Dear

Thank you for participating in Tennessee Department of Agriculture's (TDA) Hemp Program as a licensed Hemp-Derived Cannabinoid (HDC) Retailer and/or Supplier. Your current HDC license will expire on June 30, 2025. The Department is now accepting renewal requests for the upcoming licensing cycle.

Pursuant to T.C.A. § 43-27-206 and Tenn. Comp. R. & Regs. 0080-10-02-.03(5) and 0080-10-03-.03(5), applicants for renewal must submit an updated criminal background check report along with the HDC license fee. Please review the attached list of required documents for license renewal along with instructions on submitting them through TDA's secure online portal.

You may now log in to the TDA's secure online portal at https://tnlcp.lcp.tracefirst.com/portal/users/sign_in to begin the renewal process.

The first step of the license renewal process is to upload a nationwide criminal background check report for the person identified as legally responsible for the applicants' operations. The background check report must be dated within 60 days of license renewal submission.

After your documents are reviewed and approved, an invoice will be sent to the email address on file with Tennessee Department of Agriculture. The invoice can be paid via TDA's secure online portal. Your new HDC Retailer and/or Supplier License will be issued approximately two business days after license fees are paid in full.

If you have any questions or need assistance, please don't hesitate to contact us at hdc.inspection@tn.gov or call 615-837-5070.

Thank you,

Tennessee Department of Agriculture – Hemp Program