



STATE OF FLORIDA
DEPARTMENT OF HEALTH

Application for Marijuana Testing Laboratory Certification Renewal

This application for Marijuana Testing Certification Renewal (Renewal Application) is designed to allow the Florida Department of Health (Department), Office of Medical Marijuana Use (OMMU) to biennially renew the certification of a Marijuana Testing Laboratory (MTL).

This Renewal Application is divided into four parts:

- I. Part I requires the applicant to demonstrate that it complies with section 381.988, Florida Statutes.
- II. Part II requires the applicant to attest that it complies with the representations made in its application for certification, as well as any variances approved by the Department.
- III. Part III provides information on Renewal Application submittal, the required renewal fee, and includes the applicant signature page.
- IV. Part IV requires inspections for each marijuana testing laboratory facility to verify compliance.

Renewal Application Instructions

RENEWAL APPLICATIONS MUST BE SAVED AS OPTICAL CHARACTER RECOGNITION PORTABLE DOCUMENT FORMAT (OCR PDF) FILES AND BE SUBMITTED ON A THUMB DRIVE.

1. Organization: When submitting a Renewal Application for MTL certification, applicants must organize the Renewal Application so that each submitted document is labeled accurately with the section number of the Renewal Application to which it corresponds.

2. Redactions and Public Records Law: Renewal Applications for MTL certification are public records. Any exemptions to public records law must be identified at the time the Renewal Application is submitted. To claim a public records exemption, the applicant must provide a redacted copy of the Renewal Application that includes the clearly identified, statutory basis for each exemption claimed.

UNLESS INFORMATION FALLS UNDER ANOTHER PUBLIC RECORDS EXEMPTION, FAILURE TO SPECIFICALLY AND CLEARLY IDENTIFY INFORMATION CLAIMED AS EXEMPT DUE TO BEING A TRADE SECRET OR FAILURE TO PROVIDE A REDACTED COPY OF THE RENEWAL APPLICATION AT THE TIME OF SUBMISSION WILL RESULT IN THE RELEASE OF THE FULL APPLICATION IN RESPONSE TO PUBLIC RECORDS REQUESTS.

Part I

Renewal Applicant:

Name: _____
(Name must be the same as the name registered with the state)

Mailing Address (if different):

Street Address City ZIP Code

Contact Name: _____

Phone Number: _____ Email Address: _____

Laboratory Director:

Name of Medical Director Employed by the MTL: _____

Mailing Address: _____
Street Address City ZIP Code

Phone Number: _____ Email Address: _____

Provide a list of all owners, managers, officers, and board members indicating the date of each individual's most recent background screening pursuant to section 381.988(1)(d), Florida Statutes. With each name, include their position or proposed position in the MTL.

Part II

Attestation of Compliance with Representations to the Department: I do hereby attest that at the time of this Renewal Application, the renewal applicant complies with all representations made to the Department for certification as a Marijuana Testing Laboratory, and any subsequent variances approved by the Department.

Signature of Renewal Applicant/Representative

Date

Name of Renewal Applicant/Representative (print or type): _____

Within fifteen days of the receipt of an "Application for Marijuana Testing Laboratory Certification Renewal" the Department shall schedule renewal inspections of the renewal applicant's facilities. Renewal Applications must be consistent with and comply with the renewal applicant's application for licensure, as well as any subsequent variances approved by the Department. Variances must be approved prior to the submission of a Renewal Application to be considered. Renewal applicants may not submit application variance requests as part of a Renewal Application. Any request to amend a Renewal Application must be considered separately from any variance request.

Part III

Completed Renewal Applications must be submitted to the Department of Health, Office of Medical Marijuana Use at 4052 Bald Cypress Way, Bin M-01, Tallahassee, Florida 32399.

The renewal application MUST include:

1. A non-refundable \$##### renewal fee in the form of a money order or cashier's check made payable to the Florida Department of Health;
2. A list of ALL materials for which the renewal applicant claims ANY public records exemption, including a specific legal citation for each claimed exemption; and
3. A full proposed redacted version of the Renewal Application, if applicable.

The completed Renewal Application, along with all supporting documents must be submitted on a thumb drive. Renewal Applications submitted in hard copy form will be denied.

The undersigned renewal applicant/representative hereby agrees to operate the Marijuana Testing Laboratory described in this application in accordance with the requirements of sections 381.986 and 381.988, Florida Statutes, and all Department rules.

The information contained in this Renewal Application, which serves as a basis for renewal of certification, is true and correct. I understand that any misrepresentation of the facts in this Renewal Application, or failure to comply with the requirements of sections 381.986 and 381.988, Florida Statutes, and Department rules are grounds for the denial or revocation of the Marijuana Testing Laboratory certification. I understand that a person knowingly making a false statement in writing with the intent to mislead a public servant in the performance of their official duty is guilty of a misdemeanor of the second degree, punishable as provided in sections 775.082 or 775.083, Florida Statutes.

Signature of Renewal Applicant/Representative

Date

Name of Renewal Applicant/Representative (print or type): _____

Part IV

Renewal Inspections: The Department shall inspect each Marijuana Testing Laboratory facility or secure storage are requested to have its certification renewed for compliance. Renewal applicants will be notified by the Department of any deficiencies found during an inspection. Renewal applicants will have 21 days following notice of any deficiencies to notify the Department that all deficiencies have been addressed. Failure to address deficiencies shall be grounds result for the denial of the Renewal Application.