# Seed supply activity

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| **INFORMATION FOR APPLICANTS*** Renewal fee applicable for a seed supply activity at each location = $747.50 (including GST).
* Complete a separate Section RC for each seed supply activity at each location to be renewed under the licence.
* Where the information requested has been provided with the initial licence application, or subsequent applications for amendment and has not changed, you do not need to resubmit the information.
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## Location of the activity

* + 1. Provide the physical address for the location where the seed supply activity is conducted.

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| --- | --- |
| Level/unit: |  |
|  |  |
| Street number and name: |  |
|  |  |
| Suburb: |  |
|  |  |
| Town/city: |  |
|  |  |
| Postcode: |  |

* + 1. Responsible persons at this location

 ☐ I declare that there are no changes to the responsible persons at this location.

 OR:

 ☐ The responsible persons at this location have changed. The new responsible persons are:

|  |
| --- |
|  |
|  |
| [Continue on additional lines if necessary] |

 Each current or new responsible person must complete Section RA3: Responsible person details and declaration.

## Eligibility to use the location

* + 1. Does the applicant own the location?

☐ Yes

☐ No – Provide the full name and contact details of the owner of the location. Attach written evidence of the owner’s permission to allow cannabis-related activities at the location (such as a letter from the owner). A lease or rental agreement on its own will not be accepted. The permission must be current.

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| [Reference previously provided document or attach updated document.] |

[Continue on additional sheets if necessary.]

## Security arrangements at this location

* + 1. ☐ I declare that there are no changes to the arrangements for physical and procedural security, as well as security of staff members.

 Note: Changes to security arrangements should be submitted as an application to amend the licence.

## Registers and record-keeping

Regulation 63 of the Misuse of Drugs (Medicinal Cannabis) Regulations 2019 requires the licence holder to keep records of the amounts of cannabis seeds held and supplied during the period of the licence.

* + 1. ☐ I declare that there are no changes to the record-keeping system and where the records are kept.

OR:

 ☐ The record-keeping system and where the records are kept have been changed.

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| [Describe the record-keeping system and where the records will be kept] |

[Continue on additional sheets if necessary.]

## Additional information about activities at this location

* + 1. **Standard Operating Procedures (or similar)**

 ☐ I declare that there are no changes to the standard operating procedures covering the security of seed supply activities at this location.

 OR:

 ☐ The standard operating procedures relating to security have been updated, and are attached.

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|  [Reference updated documents attached]. |

[Continue on additional sheets if necessary.]