

Missouri Division of Cannabis Regulation Item Approval Application Checklist – 09.08.23

Licensees may use the following checklist to aid licensees with uploading the necessary documentation for a complete Item Approval submission.

Upload in Metrc

- Physical Product Photo (JPEG or PDF)
- Label (PDF)
- Physical Packaging Photo (JPEG or PDF)

Upload in Box.com

- Item Approval Application
- Mockup/Dieline of Packaging (PDF)
 - “Dieline” means the template that ensures the correct layout of the final physical package in a flattened form. Licensees should submit interior packaging dielines if applicable.
- Logo or Symbol 1 (PDF) – if applicable
- Logo or Symbol 2 (PDF) – if applicable
- QR Code (PDF) – if applicable
- Child-Resistant Certification for Package (PDF or Word)
- Package Specification Sheet (PDF or Word)
- Package Manufacturer’s Food Grade Statement, or Certificate of FDA Compliance (PDF or Word)
 - Licensees should request child-resistant certification, package specification sheet and food grade statement from their packaging vendors and/or manufacturers.

For questions or feedback regarding packaging, labeling, and product design; compliance; or the Item Approval process, please contact the Product Compliance Team by email at CannabisProductCompliance@health.mo.gov.

Licensees can find additional Item Approval and Packaging, Labeling and Product design information on our website: <https://health.mo.gov/safety/cannabis/facility-comms-guidance.php>