**CBD SUBISSION & GUIDELINES CHECK OFF FORM**

Date: Sales Partner: Team Leader:

Lead Source: DBA: Lease/Placement:

Equipment: Shipping: Ground/2day/Next Day

**Submission Check – [Required at Submission in order] [All information must be complete, or submission will not be accepted]**

* CBD Sub & Guide Check List Form
* CBD COSMOS Merchant Processing Application
* CBD UBO FORM
* 3-Months Merchant Statements
* 3-Months Business Bank Statements
* Current Business License
* Void Business Check
* Current Drivers License
* All Other Supporting Documents – Bank Letter, Bk Discharge Doc. Etc.

**CBD General Guidelines Check List – [Does your new merchant meet these minimum requirements?]**

* RMS OSP agrees to 1% buy rate and 20% of the 40% residual split RMS (circle one: Yes/No)
* All documentation being submitted is 100% complete (circle one: Yes/No)
* This is Not a Start-up (circle one: Yes/No)
* MPA Pricing is Cost-Plus Pricing .50 plus .10c trans fee (circle one: Yes/No)
* No products can contain more than 0.3% THC (circle one: Yes/No)
* Must **not** sell products marketed as food for humans, this includes products marketed as ‘delicious’, ‘edible’, ‘fruity’, ‘yummy’, ‘snacks’, ‘supplements’, etc.; no nutritional facts. Nor should they make any claims remotely related to health benefits like “anti-inflammatory” on an edible’s specific product page.  Claims of health benefits could be allowed on the home page as long as a variety of non-edible products are also sold. Will be evaluated on a case by case basis. (circle one: Yes/No)
* Examples of acceptable products are vape (in person), gummies, capsules, pet products, bath bombs, lip balms, topical creams, CBD Oil/Tinctures/Drops. (circle one: Yes/No)
* Must **not** ship to areas where product is illegal. Hemp-derived CBD is restricted in ID, OK, NE, SD so shipping should be limited to 46 other states. Also, must state it is ‘Hemp-derived CBD’. (circle one: Yes/No)
* Merchant agrees to **not** make false claims in advertisements (circle one: Yes/No)
* Merchant agrees to provide certificate of analysis (COA) on website regarding THC testing of its products/suppliers, both at the time of underwriting and ongoing (circle one: Yes/No)
* Merchant agrees that, No cigarettes of any kind. E-liquids would need to be called CBD Oil. No CBD lollipops, no online vape products. CBD Gummies and capsules cannot be marketed as an edible for humans (e.g. yummy, tasty, drink, etc.) (circle one: Yes/No)

Important Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_