

Cannabis Events: Pre-Inspection List for Event Organizers

This document helps cannabis event organizers licensed by OCM prepare for and maintain compliance on event day.

The office is providing a list of items likely to be inspected as part of an event inspection. This list may not be exhaustive of all items that the office will be inspecting, and it is the responsibility of each license holder to thoroughly read all applicable laws and rules to maintain compliance.

Operations

- **Approved vendors:** All vendors must be permitted for retail sales and be a licensed cannabis retailer, licensed microbusiness with a retailer endorsement, licensed mezzobusiness with a retailer endorsement, licensed medical cannabis combination business, licensed lower-potency hemp edible (LPHE) retailer, compacted Tribal enterprise, or a cannabis business licensed by a compacted Tribal regulatory agency [M.S. § 342.40, subd. 7(a)].
 - Cannabis retailers who intend to conduct deli-style sales at the event must also hold a cannabis flower packaging endorsement (M.S. § 342.27, subd. 2a).
 - The event organizer is responsible for ensuring the proposed vendors are licensed or have the applicable authority. Only vendors included on the approved vendor list submitted to OCM may participate in the event [M.S. § 342.39, subd. 2(a)(5)].
 - If there are any changes to the [vendor list](#) prior to the event, the event organizer must email an updated list to ocm.licensing@state.mn.us at least 72 hours before the event [M.S. § 342.39, subd. 2(a)(5)].
- The event organizer should provide guidance to approved vendors regarding the transfer process for regulated products intending to be sold at the event to ensure the approved vendors remain in compliance with rules and regulations. Follow the [Metrc Support Bulletin on Temporary Event Sales process \(MN IB 58\)](#).
- **Event layout:** The event premises must match the site diagram submitted to OCM [M.S. § 342.39, subd. 2(a)(4)].
- **Event hours:** Event operations must occur only during the approved dates and hours submitted in the final plan of record to the office (M.R. P. 9810.2700, subp. 1B).
- **Event security:** Event organizers must implement a comprehensive security plan, including alarm systems, video surveillance, lighting, commercial-grade locks, and procedures for responding to security incidents within 30 minutes. Event premises must be secured against unauthorized access at all times, including when the site cannot be locked (M.R. P. 9810.1500, subps. 1A, 2A, 7A, 9, and 12).

- **Security staffing:** Licensed security personnel (age 21+) must be present at all times when cannabis or hemp products are on-site, including during event setup and breakdown. Security personnel may not use cannabis or hemp products before or during the event (M.S. § 342.40, subd. 3).
- **Lighting:** Adequate lighting must be provided for all cannabis-related areas, including storage, transfer, sales, and on-site consumption (M.R. P. 9810.1500, subp. 10).
- **Signage:** Clear and visible signage must be posted at entrances to areas where cannabis or hemp products are sold or consumed (M.S. § 342.40, subd. 4).
- **Age restrictions (entry):** Event organizers must verify that all attendees are 21 years of age or older prior to entry (M.S. § 342.40, subd. 4).
- **Staffing restrictions:** Individuals under 21 may not handle cannabis or cannabinoid products [M.S. § 342.24, subd. 1(a)].
- **Staff training:** All event staff must be trained prior to the event on security procedures, workplace policies, and emergency response protocols (M.R. P. 9810.1102, subp. 2B).
- **Sanitation:** The event premises must be maintained in a clean and sanitary condition and be free from pests [M.S. § 342.27, subd. 8(b)].

On-site consumption area

- **Enclosed area:** On-site consumption area must be clearly defined and enclosed by commercial-grade barriers or fencing and may not be visible from public view [M.R. P. 9810.2700, subp. 3B, M.S. § 342.40, subd. 8(c)].
- **Consumption control:** Event organizers must ensure that cannabis and hemp-derived cannabinoid products, including samples, are only consumed within designated on-site consumption areas [M.S. § 342.40, subd. 8(a)].
 - There is no prohibition on designating the entirety of the licensed event space as the on-site consumption area if all requirements are met.
 - Consumption of alcohol or tobacco, including nicotine vaporizers, is not permitted at a cannabis event [M.S. § 342.40, subd. 8(d)].
- **MCIAA:** Smoking or vaping must not occur in areas where such use is prohibited under the [Minnesota Clean Indoor Air Act](#) [M.S. § 342.40, subd. 8(e)].