



Washington State Liquor and Cannabis Board

Marijuana Vapor Product Ingredient Disclosure Form

Common Questions Regarding the Disclosure Form

Question: Which license types are required to fill out the ingredient disclosure form?

Answer: Processor and producer/processor licensees only

Question: Who within the licensed entity may sign the form?

Answer: An individual within the licensed entity must complete and sign the form.

Question: What product ingredients must be submitted?

Answer: A form needs to be submitted for each product in your current inventory and for all future products.

Question: When is the disclosure form due?

Answer: All forms must be submitted prior to December 1, 2019. Forms for products that are already in the market should be submitted first, followed by those being sent to market.

Question: Why are you asking about flavor? I thought those were banned?

Answer: We are requiring a form for each product in your current inventory. You may have returned flavored products or flavored products that will not be distributed to market on your floor. As such, you will need to complete a form for these banned products.

Question: I am a processor or producer/processor but I don't sell vapor – do I have to fill this out?

Answer: Yes, please write "no" under question 1 on the first page and skip to the bottom of page 4 to attest.

General Tips

Product Name

- Please list the name as it appears on the packaging on the shelf.

Saving and Sending the Form

- You must save the file according to the instructions:
 - LicenseNumber-ProductName-Date.docx where LicenseNumber is your license number, etc.
 - For additional attachments, add a number in sequence to the filename above (for example: LicenseNumber-ProductName-Date-2).
 - Save and submit the form as a Word.docx document. The Word file will allow you to sign within the document. Avoid sending PDFs of the form itself.
 - You must include your license number in the subject line of your email.