



**To:** All New York State Adult-Use Licensees  
**From:** NYS Office of Cannabis Management  
**Date:** January 10, 2025  
**Subject:** **IMPORTANT UPDATES: Next Steps for Connecting to BioTrack NY**

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Good afternoon,

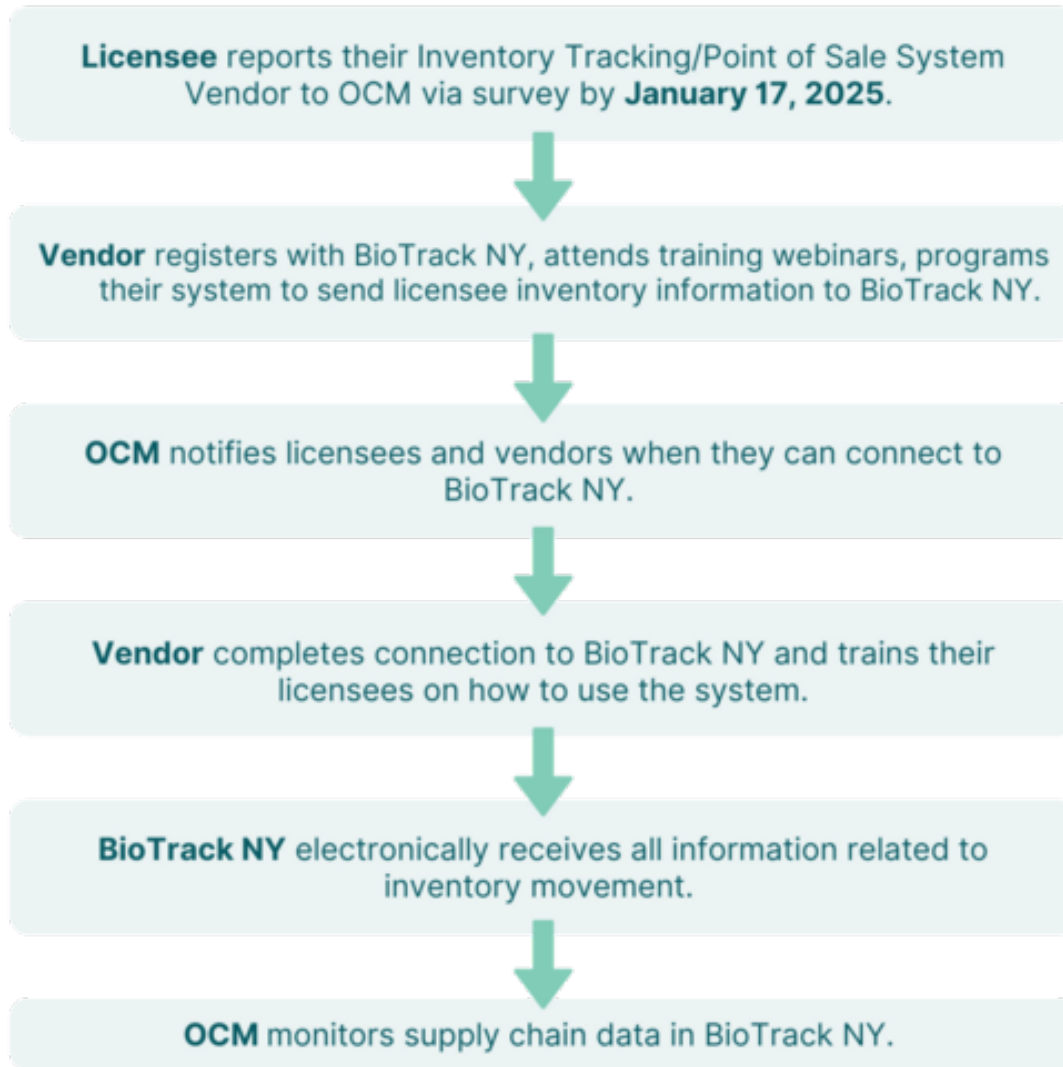
The Office of Cannabis Management (Office) is reaching out to provide additional clarification and reminders regarding next steps in the process of connecting to the OCM's Seed-to-Sale system, BioTrack NY. Here's what you need to know:

**Requirements for All Licensees:**

- **Must contract** with a company that provides an electronic system to track their products and/or handle sales (inventory tracking system vendor).
  - *Note: You may use any inventory tracking system of your choice that can connect to BioTrack NY. You do **NOT** have to use BioTrack/Alleaves commercial product as your system vendor to connect to BioTrack NY.*
- **Must use** their system to keep track of all their cannabis products and cannabis product transactions electronically.
- **Must provide** the Office with the name of their tracking system vendor and vendor's contact info by **January 17, 2025**. You can do this by filling out a survey online below.
  - *Note: Completing the survey is the first step of the integration process. You will **NOT have to be connected** and integrated to BioTrack NY by January 17th.*

[Submit STS Vendor Survey Form](#)

There are multiple steps to connect each licensee to the Office's seed-to-sale system, BioTrack NY as illustrated below:



**Requirements for Your Inventory Tracking Vendor:**

- **Must sign up** with BioTrack NY to access a test environment to ensure their system is compatible. Vendors can sign up here: [Access BioTrack Sandbox \(Test\) Integrator Portal](#)
- May contact [BioTrack at NYIntegrator@biotrackthc.com](mailto:BioTrack at NYIntegrator@biotrackthc.com) for support.
- May attend special online training sessions to learn how to send licensee inventory information to the Office through the BioTrack NY system for Office review. All sessions are recorded.
  - *Note: These sessions are **NOT** for you but are for your inventory tracking system vendor. Training on how to use your system will not be provided by BioTrack NY. Your*



*inventory tracking vendor will train you on how to use your system correctly, so you follow all the rules.*

**Upcoming Vendor Trainings:**

If you have not already done so, please provide the link below to your inventory tracking system vendor so that they can register and attend the trainings.

The training dates and topics are noted below.

**[Manufacturing and Processing](#)**

Tuesday, January 14, 2025, at 1:00PM (EST)

**[Retail, Dispensation and Delivery API Overview](#)**

Thursday, January 16, 2025, at 1:00PM (EST)

**[3rd Party Integrator Q&A](#)**

Thursday, January 23, 2025, at 1:00PM (EST)

If your vendor missed a training, they can use the following links to view past trainings:

- **[3rd Party Integrator Overview](#)** – Completed on December 17, 2024

Chat zoom questions will be covered in the next webinars.

The Office will continue to communicate updates on the integration process for inventory tracking and reporting to the state through connection with BioTrack NY as they become available.

Please forward any questions to [compliance@ocm.ny.gov](mailto:compliance@ocm.ny.gov). Include your license number in the subject line to ensure the fastest response.

Thank you,  
**NYS Office of Cannabis Management**