



The Office of Cannabis Management (Office) has worked with Metrc to facilitate an ability for licensed processors to transfer trade samples to a buyer's club event for distribution directly to licensed retail dispensaries. A dedicated transfer type for buyer's club events has been introduced into Metrc to distinguish this type of activity from standard transfers. Processors must follow the transfer instructions noted on the bulletin found here: https://www.metrc.com/wp-content/uploads/2026/04/NY_IB_0013_Buyers-Club-Event-Workflow-Updated-4.16.2026-1.pdf

Important Notes for Processors:

- Products transferred to buyer's club events must have passed full compliance testing
 - Products must be designated in Metrc as "trade sample"
 - Each product must be physically labelled as "retailer sample"
 - Send only the number of product units you expect to distribute at the event.
 - Additional steps will be required to return products into your inventory after the event (if necessary).
 - The *Outgoing Transfers* function will be enabled for all AU processors two days prior to the event.
 - The Outgoing Transfers function will be disabled 2 days following the event to allow processors time to complete post-event reconciliation within the Metrc system.
- Failure to complete the post-event reconciliation within this timeframe may result in inaccurate inventory records.**

Important Notes for Retailers:

Following the buyer's club event, trade samples brought back to your retail dispensary for distribution to your employees will require the following steps:

- Create the Item: "Buyers Club Samples"
- Request an external transfer from OCM to bring the sample products back into the licensed location in Metrc. Requests for an external transfer can be made by emailing STS@ocm.ny.gov
- OCM reviews request and if approved, opens external transfer window, notifying you via email when complete.
- Create a single package containing all (assorted) samples (1 Package UID)
 - Unit of measure = each
 - # of units = the total number of assorted units
- Adjust the package as samples are distributed to employees.
 - Enter the product description in the adjustment notes
 - Enter the employee's name in the adjustment notes

Questions regarding how to remain compliant when participating in a buyer's club event may be sent to Compliance@ocm.ny.gov.

Questions regarding the transfer of trade samples for a buyer's club event within Metrc may be sent to STS@ocm.ny.gov.