How to Unreject a Transfer in Metrc.

This process is intended to correct an accidental rejection of specific or all packages on a manifest. *If the originator of the manifest has already received the return in Metrc, you will need to complete the virtual transfer process outlined on the <u>OLCC Wiki</u>.*

1. Once logged into Metrc, navigate to the Transfers Area and select the manifest from the Incoming tab. Then click the *unreject* button on the far right side of the screen as shown below.

ncoming (83/97)	Inactive	Outgoing (7)	Rejected (2) Inactive																									
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Manifest	: Origin		: Туре	: Transporter	:	Driver	ł	Vehicle Info	:	Pkg's	:	EID	:	ATD	ETA	A	ta :	Rece	ived	1	ETRD	1	ATRD	ETRA	-	ATRA	1		_
▶ 0000077901 #																												U	nreject
						1		Malas Tanala	11	-						1													

2. The screen below will open showing all packages on the transfer. In order to receive the manifest, a location must first be selected.

Manifest	0000077901	Transfer 7	Type Transfer				
Origin Lic. No.	060-X0001	Origin N	ame OR LARGER THAN S	SALES, LLC			
Main Phone No.	+1-800-420-MAIN	Mobile Phone	No. +1-800-420-CELL				
Transporter <u>Lic. No.</u>	060-X0001	Transporter Nam	e OR LARGER THAN SAI	ES, LLC			
Phone No. for Questions	5035551212						
Employee ID	ZXVZ	Vehicle Mak	e zxc				
Driver's Name	zdv	Vehicle Mode	el zxc				
Driver's Lic. No.	ZXV	License Plat	e zxc				
Package # 1	* This field is required 0091	Q Item Ice	bloom Half Gram Prerolls	Shipped Oty	25	ea	Reject
Location	Type part of the Location name	۹		Receive <u>Qty.</u>	25	Each	

3. Once received, the manifest resolves and moves to the Incoming Inactive tab. Package history will show the activity as follows:

077901 👥												
Package	:	Src. H's	: 9	Src. Pkg's	:	Item		Categ				
1A4FFFB0009	27C100000091	(multi-harvest) 1	A4FF03000000	0100000523	Icebloom Half Gram	Prerolls	Non-				
Lab Test Batch	es Lab Results	History										
Description	Description											
- Took 25 Eac - Package Ty - Note: Retail	- Took 25 Each of Icebioom Half Gram Prerolls from Package 1A4FF0300000001000000523 - Package type: Product - Note: Retail Repacks											
Package Lab - Compliance	Package Lab Test Document uploaded - Compliance_1715.pdf											
Package add - From: OR L/ - To: OR LOF - License Typ - Transfer Typ	Package added to Manifest # 000077901 - From: OR LARGER THAN SALES, LLC (060-X0001) - To: OR LOFTY ESTABLISHMENT, LLC (050-X0001) - License Type: Licensed - Transfer Type: Transfer											
Package rejec - Reason: Wro - Note: said n	cted on Manifest# ong Product ope	0000077901 by	/ OR	LOFTY ESTABI	LISHMENT, LLC	: (050-X0001)						
25 Each acce - Location: Ba - Location Typ	pted from Manifest ick Stock Room be: Default Location	t # 0000077901 n Type	by C	R LOFTY ESTA	ABLISHMENT, L	LC (050-X0001)						
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