

Appendix B: Template of Amendment Form (quantity change) for Permit Holders

Permit#	
Amendment Date	
Quantity (New amount of cannabis)	
Provide an explanation for the change in amount of cannabis	
Does this change require ethics approval (Human and/or Animal) <ul style="list-style-type: none"> • Provide REB or AUP# 	
Description of security measures in place for storage of cannabis.	

Appendix C: Template of Receipt Record

Receipt Record	
Permit #	
Name of supplier	
Address of the supplier	
Date received	
Address where cannabis was received	
Storage location (building and room)	
Description of cannabis materials including, if applicable, brand name. <ul style="list-style-type: none"> • If receiving a drug containing cannabis – what is the form of the drug and its strength per unit? • If receiving cannabis plants or seeds or cannabis that is not of a class set out in Schedule 4 to the Act – the intended use. 	
Quantity of cannabis obtained	
Intended use	

**Maintain all original documentation accompanying shipment

Appendix D: Template of a Storage and Use Log

Date of use	Lot/batch number	Description of use (include participant and/or project ID if applicable)	Net starting weight/volume of cannabis	Amount used	Amount remaining	Used by (print)	Used by (sign)

Appendix E: Template of a Destruction Record

DESTRUCTION (to be completed by Western’s [Safety & Well-being Office](#))

- Description of samples destroyed:
- Form:
- Quantity:
- Include brand name, if applicable:
- Include strength per unit, if applicable:
- Location (address) of destruction:
- Description of method used to destroy:
- Date of destruction:

Samples destroyed:

Sample identification number	Net weight or volume (if liquid) prior to destruction

WITNESSES

I, the undersigned, certify that I am an employee of Western University and that I have witnessed the destruction of the cannabis described above as per the method described above.

Name: _____ Signature: _____ Date: _____

Name: _____ Signature: _____ Date: _____

Appendix F: Template of Annual Reporting Form

Permit #	
Date	
Quantity (<i>initially approved</i>)	
Quantity (<i>last amended if applicable</i>)	
Quantity used since last report	
<p>Have there been any changes in the initially approved or last amended quantity amount?</p> <ul style="list-style-type: none"> • If yes, include amendment date of approval. • If the change in quantity was not submitted as an amendment include a justification as to why. Otherwise please just state no. 	