

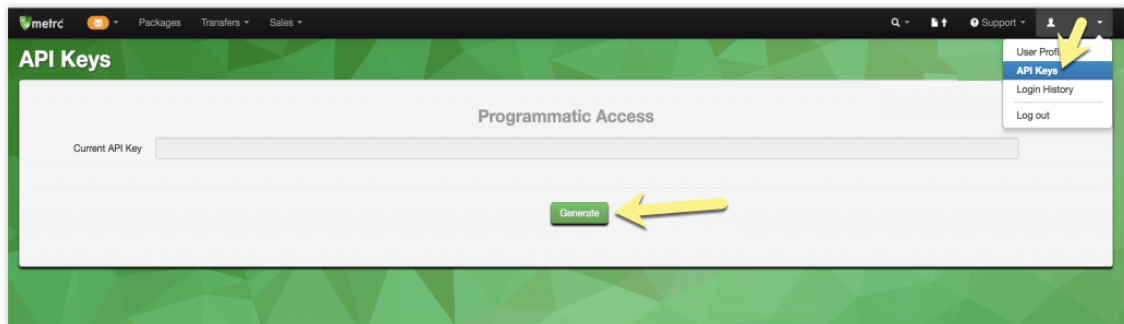
# GENERATING A METRC API KEY

## 1. CHECK YOUR PERMISSIONS

In order to remain in compliance, the METRC user retrieving an API key should have access to all Facilities for the Operator and be able to take perform any task in the METRC system. Typically, this is a Manager or Owner.

## 2. NAVIGATE TO YOUR USER PROFILE AND SELECT API KEYS

Select your user profile > API Keys.



Select **Generate**.

Copy the entire API key from the **Current API Key** field.

## 3. COPY THE ENTIRE API KEY AND SUBMIT TO YOUR COUNTY

Confirm how the County would like your API Key delivered. Data will begin transmitting soon!

HAVE QUESTIONS?

Please contact your County or NCS Analytics via email at [support@ncsanalytics.com](mailto:support@ncsanalytics.com)