CORRESPONDENCE

THE STATE of ALASKA
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community, and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

November 20, 2020

Pipe and Leaf, LLC
DBA: Pipe and Leaf: Premium Alaskan Cannabis
Via email: connect@akpipeandleaf.com

Re: Retail Marijuana Store License #17250

Dear applicant,

AMCO has reviewed the documents submitted for the transfer of ownership for the license referenced above. This letter is notice under 3 AAC 306.025(e)(2) that your application is incomplete and additional items are needed to complete the application. The additional items that need correction or resubmittal are listed below—please be sure to read the entire letter. **Please note that if the corrections and/or additional documents submitted in response to this letter are not found to be complete, your application will be returned to you in accordance with 3 AAC 306.025(e)(1), and you will need to file a new application and pay a new fee should you wish to continue pursuing licensure.**

- **MJ-17c License Transfer Application**
  - An MJ-17c was not submitted and is required; only an MJ-17 Ownership Change was submitted.
    - Additionally, please make sure that the MJ-17c is accurate since it will be used for other corrections outlined below, and if there are errors, the MJ-07 and MJ-08 may have to be re-done yet again.
  - Please refer to the requested corrections below under MJ-07 and MJ-08.

- **MJ-00 Application Certifications**
  - The required first, second, and fourth statements were not initialed on page 3.

- **MJ-01 Operating Plan**
  - Section 6.4: Your answer says, "Continued pg 11…", but I did not see a page 11. Please either include page 11 or remove the wording.

- **MJ-02 Premises Diagram**
  - Diagrams 1, 2, & 5:
    - Did the ID checking station move? Please show the ID checking station.
    - Are the displays labeled "Retail Product Display" for display only and not for sale? Please clarify.

- **MJ-07 Public Notice Posting Affidavit**
    - Because the Public Notice must be given within the 90 days preceding the submittal of all application requirements, and it does not seem that an MJ-17c was posted in the first place (I'm assuming), please post the required MJ-17c at both, the location of the proposed premises and another conspicuous location for ten days, and then submit a new MJ-07 completed and signed in front of a notary after the posting period has ended.

- **MJ-08 Local Government Notice Affidavit**
    - Because the local government notice must be given within the 90 days preceding the submittal of all application requirements, and it does not seem that an MJ-17c was sent to the local government in the first place (again assuming), please notify the local government by submitting to them the MJ-17c, and then submit a new MJ-08 completed and signed in front of a notary.
    - Additionally, please make sure to notify and include the name/title of both local government officials.

- **MJ-09 Statement of Financial Interest**
    - Section 1: Please correct the Doing Business As to say, Pipe and Leaf: Premium Alaskan Cannabis.

- **MJ-19 Creditors Affidavit**
    - Section 1:
        - Since this form is for the current licensee, please correct the Doing Business As to say, Pipe and Leaf.
        - My understanding is that a Federal Tax ID #/EIN is needed. Please correct accordingly, and/or double check and clarify that one is not needed.

- **Publisher's Affidavit**
    - Because the advertisement is beyond the 90 days preceding the submittal of all application requirements, you will need to redo the 3-week advertising. Please re-advertise for 3 weeks, then, submit a new Publisher's Affidavit with a copy of the newspaper clipping.
    - Additionally, based on the application (minus the MJ-17c Transfer Application), my understanding is that the new Doing Business As (DBA) is supposed to be – "Pipe and Leaf: Premium Alaskan Cannabis", please make sure the new advertisement is corrected to reflect the new DBA.

- **Proof of Possession for Proposed Premises**
    - Because the Transfer has not been effectuated, and essentially, the current licensee (Haley Essig as a sole proprietor) should still have legal right of possession to the premises, please correct the effective date, term date, and rental period on the lease. If preferred, the lease can say something along the lines of, "effective not earlier than the effectuation of the transfer.", or something similar.

- **Food Establishment Permit (or application for permit)**
    - Please submit the stamped Food Safety application under the LLC.

- **Fingerprint cards**
    - It seems Haley Essig's fingerprint cards were expired. Please submit fingerprint cards.

It is very important that you submit the above corrections and/or documents in a timely manner so that AMCO staff has adequate time to review the corrections and/or additional documents which must be found to be complete within 90 days of the date of this letter.

Respectfully,

Jacqlene Drulis

Jacqlene Drulis, Occupational Licensing Examiner
For,
Glen Klinkhart, Interim Director
marijuana.licensing@alaska.gov

From:	Marijuana Licensing (CED sponsored)
To:	"connect@akpipeandleaf.com"; "haley@thirdstate.co"
Cc:	Marijuana Licensing (CED sponsored); Jana Weltzin; "Brenda Butler"; Legal Counsel
Subject:	Incomplete Transfer Application - Pipe and Leaf - License #17250
Date:	Friday, November 20, 2020 4:01:00 PM
Attachments:	17250 Incomplete Transfer Notice.pdf image001.png

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Good afternoon,

Your transfer application has been reviewed, attached is correspondence regarding corrections, additional documents, and/or resubmittals that need to be addressed.

Please make sure to read the entire notice. If the submitted corrections for your application are inadequate to deem your application complete, or your application is still incomplete after ninety (90) days from the date of this notice, your application will be returned to you in accordance with 3 AAC 306.025(e)(1) and 3 AAC 306.025(f). Should you wish to continue pursuing licensure, it would be necessary to file a new application and pay new fees.

Ninety-day Due Date: February 18, 2021

Let us know if you require copies of any submitted documents, and feel free to email if you need clarification on any items in the Incomplete Notice. Correspondence should be sent to marijuana.licensing@alaska.gov.

Thank you,

Jacqlene Drulis
Occupational Licensing Examiner
Alcohol & Marijuana Control Office
550 West 7th Avenue, Suite 1600
Anchorage, Alaska 99501

From:	Marijuana Licensing (CED sponsored)
To:	haley@thirdstate.co; connect@akpipeandleaf.com
Cc:	Marijuana Licensing (CED sponsored); jana@jdwcounsel.com; brenda@jdwcounsel.com; Legal Counsel
Subject:	RE: Incomplete Transfer Application - Pipe and Leaf - License #17250
Date:	Friday, December 4, 2020 11:49:25 AM
Attachments:	image001.png

Good morning,

Thank you for the corrections, however more corrections are needed.

- **MJ-17c License Transfer Application**
  - The MJ-17c is not signed an notarized in Sections 6 & 7. The MJ-17c has to be signed and notarized in order for it to be considered a true copy of the application. If you simply forgot to attach the signed copy, then please do so. If it was never signed and notarized, this will be required, and unfortunately the notice requirements would have to be redone after it has been signed and notarized. I don't mean to be difficult, but I must follow the regulations. Here are your options:
    - If the MJ-17c has already been signed and notarized but was not submitted, then you may submit it and disregard the corrections below under MJ-07 and MJ-08. However, it would have to have been signed and notarized on or before 11/21/20 to match the dates of the MJ-07 and MJ-08. Also, in Section 3, please correct Haley's Title to say, "Manager, Member" to match CBPL's website.
    - If the MJ-17c has not already been signed, then it will have to be signed and notarized, and the MJ-07 and MJ-08 requirements will have to be redone (outlined below). Also, in Section 3, please correct Haley's Title to say, "Manager, Member" to match CBPL's website.

- **MJ-07 Public Notice Posting Affidavit**
  - After correcting the MJ-17c, please post the required MJ-17c at both, the location of the proposed premises and another conspicuous location for ten days, and then submit a new MJ-07 completed and signed in front of a notary after the posting period has ended.

- **MJ-08 Local Government Notice Affidavit**
  - After correcting the MJ-17c, please notify the local government by submitting to them the MJ-17c, and then submit a new MJ-08 completed and signed in front of a notary.

- **Publisher's Affidavit**
  - It does not seem that we received a copy of the Affidavit of Publication, we just received proof and a copy of the ad. Also, it seems the new advertisement was only run one time. It would need to be run once a week for three consecutive weeks. Since this latest advertisement was run on 11/28/20, if you are able to run it again this week and next week (I know it's short notice), this requirement could be met before the December 18th deadline for the January meeting. If this is not possible, and if you have to run it for three consecutive weeks starting next week, there is a possibility that we could still squeeze you on the January agenda. Although, if this week is not a possibility, we may be able to accept it for the week of

11/28, and next week, and the following week. Please reach out to the publisher and see what your options are and keep me updated.

Ninety-day Due Date: February 18, 2021

Thank you,

Jacqlene Drulis
Occupational Licensing Examiner
Alcohol & Marijuana Control Office
550 West 7th Avenue, Suite 1600
Anchorage, Alaska 99501

From: Haley Essig [mailto:haley@thirdstate.co]
Sent: Monday, November 23, 2020 4:35 PM
To: Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov>
Cc: connect@akpipeandleaf.com; Jana Weltzin <jana@jdwcounsel.com>; Brenda Butler <brenda@jdwcounsel.com>; Legal Counsel <legal@jdwcounsel.com>
Subject: Re: Incomplete Transfer Application - Pipe and Leaf - License #17250

Hello,

Please see attached corrections.

Regards,

Haley Essig

GM & Co-Founder

P: 907.317.7346

On Fri, Nov 20, 2020 at 5:01 PM Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov> wrote:

> Good afternoon,
>
> Your transfer application has been reviewed, attached is correspondence regarding corrections, additional documents, and/or resubmittals that need to be addressed.

Please make sure to read the entire notice. If the submitted corrections for your application are inadequate to deem your application complete, or your application is still incomplete after ninety (90) days from the date of this notice, your application will be returned to you in accordance with 3 AAC 306.025(e)(1) and 3 AAC 306.025(f). Should you wish to continue pursuing licensure, it would be necessary to file a new application and pay new fees.

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From:	Marijuana Licensing (CED sponsored)
To:	Brenda Butler; haley@thirdstate.co
Cc:	Marijuana Licensing (CED sponsored); connect@akpipeandleaf.com; jana@jdwcounsel.com; Legal Counsel
Subject:	RE: Incomplete Transfer Application - Pipe and Leaf - License #17250
Date:	Monday, January 4, 2021 1:51:09 PM
Attachments:	image001.png

Good afternoon,
Thank you for the corrections, however more corrections are needed.

- **Publisher's Affidavit**
  - It does not seem that we received a copy of the Affidavit of Publication, we just received proof and a copy of the ad (the same thing we received with the first set of corrections dated 11/28/20). Also, it seems the new advertisement was only run one time. It would need to be run once a week for three consecutive weeks. Please re-advertise for 3 weeks, then, submit a new Publisher's Affidavit with a copy of the newspaper clipping.

Ninety-day Due Date: February 18, 2021
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550 West 7th Avenue, Suite 1600
Anchorage, Alaska 99501

From: Brenda Butler [mailto:brenda@jdwcounsel.com]
Sent: Wednesday, December 30, 2020 2:24 PM
To: Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov>
Cc: haley@thirdstate.co; connect@akpipeandleaf.com; jana@jdwcounsel.com; Legal Counsel <legal@jdwcounsel.com>
Subject: Re: Incomplete Transfer Application - Pipe and Leaf - License #17250

Good Afternoon AMCO,

Please find the attached MJ-07, MJ-08, MJ-17c and the Affidavit of Publication.

Please let us know if there is anything else required to deem this application complete.

Thank you and Happy New Year!

On Fri, Dec 4, 2020 at 11:49 AM Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov> wrote:

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> Thank you for the corrections, however more corrections are needed.

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Occupational Licensing Examiner
Alcohol & Marijuana Control Office
550 West 7th Avenue, Suite 1600
Anchorage, Alaska 99501

--

*** Please REPLY ALL when responding to this Email***

Brenda Butler
JDW Counsel
Paralegal
& Accounts Payable/Receivable
901 Photo Ave
Anchorage, Alaska 99503
907-231-3750
brenda@jdwcounsel.com
info@jdwcounsel.com

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Think green, please don't print unnecessarily