CORRESPONDENCE

THE STATE of ALASKA
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community, and Economic Development

Alcohol and Marijuana Control Office

550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

April 20, 2021

Green Jar Palmer, LLC
DBA: Green Jar Palmer, LLC
Via email: csaunders@greenjarak.com

Re: Retail Marijuana Store License #27199

Dear Applicant,

The AMCO Office has reviewed the documents submitted for the proposed marijuana establishment 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.**

Instructions:

Modify your procedures to include all points below for each section and sub section for each application that requires corrections; then amend your narrative to include each point.

<u>You must ensure that all answers include all required points from regulation as well as each point.</u>

<u>Do not copy and paste the language from this notice into your application. This is merely a guide.</u>

<u>We do not accept appendices</u>, if you want to demonstrate an example, attach the demonstration to the application in order for review. I am happy to show you how to combine files.

Do not send word or adobe documents that are editable. To fix this, simply print your document to a .pdf and save it. After you do so, make sure your formatting is correct before sending.

- **Online Application**
  - Correct your online application to reflect the correct corporate structure
  - Our records show that your DBA is Green Jar, LLC
    - All of your applications show that the DBA is Green Jar
      - If the DBA is Green Jar
        - Correct your online application to reflect the right DBA
    - Add suite number to the physical address
    - The Licensee is Green Jar Palmer, LLC

            - Entity official #1 Green Jar Cannabis, LLC
            - Entity Official #2 is Bailey
            - Entity Official #3 is Christopher
            - Entity Official #4 is Caleb
        - Your application has been rolled back so you can correct this online
- **MJ-00- Application Certifications**
    - DBA issue listed in Online Application
        - Clarify DBA
    - The Licensee is Green Jar Palmer, LLC
    - Premises address on all 3 applications
        - Remove "N" after Hwy
        - Add suite number
- **MJ-01 Operating Plan**
    - DBA issue listed in Online Application
        - Clarify DBA
    - The Licensee is Green Jar Palmer, LLC
    - Premises address on all 3 applications
        - Remove "N" after Hwy
        - Add suite number
    - **2.1**
        - If valid id is not provided, then they will be asked to leave immediately
        - Where are Customers asked for ID?
            - At the door, counter, etc
    - 3.1
        - Types of locks on doors/windows/access areas
            - commercial grade, non-residential door locks (715)
    - 3.2
        - Visitors' badge must be worn at all times
            - Must be easily distinguished from employee id
    - 3.3
        - Visitor Badge must be provided
            - "Visitor" or something to clearly identify them as such
            - Must be very different from staff/employee ID's
            - Provide samples of licensee-produced identification badges that will be displayed by each licensee, employee or agent while on the premises and of visitor badges that will be worn by all visitors in restricted access areas.
    - 3.6
        - How is METRC used to prevent diversion?
    - 4.2
        - Address backup of records and length of storage onsite.
            - 40 DAYS
    - 8.1
        - originates the transport shall use the
            - marijuana inventory tracking system to record the
            - type, amount and weight of marijuana or marijuana product being transported,
        - the name of the transporter
            - must have a current marijuana handler permit
            - the time of departure and
            - expected delivery, and the
            - make, model, and license plate number of the transporting vehicle.

        - A complete printed transport manifest on a form prescribed by the board must be kept with the marijuana or marijuana product at all times.
            - During transport, the marijuana or marijuana product must be
            - in a sealed package or container and
            - in a locked, safe, and secure storage compartment
            - in the vehicle transporting the marijuana or marijuana product.
        - The sealed package may not be opened during transport.
            - A vehicle transporting marijuana, or a marijuana product must travel directly from the shipping marijuana establishment to the receiving marijuana establishment and may not make unnecessary stops in between except to deliver or pick up marijuana or a marijuana product at another licensed marijuana establishment.
        - When a marijuana establishment receives marijuana or a marijuana product transported in compliance with this section,
            - the recipient of the shipment shall use the marijuana inventory tracking system to report the
                - type,
                - amount, and
                - weight of marijuana or marijuana product received.
        - The recipient shall refuse to accept any shipment of marijuana or marijuana product that is not accompanied by the transport manifest.
- **MJ-02 Premises Diagram**
    - DBA issue listed in Online Application
        - Clarify DBA
    - The Licensee is Green Jar Palmer, LLC
    - Premises address on all 3 applications
        - Remove "N" after Hwy
        - Add suite number
    - Diagram 1
        - Identify the sink in the bathroom and any other sinks
    - Diagram 2
        - Explain what will be on the 3rd floor
            - Identify bathrooms and sinks
- **MJ-03 Retail Supplemental**
    - DBA issue listed in Online Application
        - Clarify DBA
    - The Licensee is Green Jar Palmer, LLC
    - Premises address on all 3 applications
        - Remove "N" after Hwy
        - Add suite number
    - 2.1
        - Where are customers asked for ID
            - At the door?
    - 6.2
        - Label is sideways and is blurry
            - Straighten and provide a clearer picture
                - Explain how the labels will Meet requirements of 470, 475, 565, 570
    - 8.1
        - Where is the waste go after 72 hours?
            - Dumpster?
            - Truck to the dump?

- **MJ-07 Public Notice Posting Affidavit**
    - DBA issue listed in Online Application
        - Clarify DBA
    - The Licensee is Green Jar Palmer, LLC
    - Premises address on all 3 applications
        - Remove "N" after Hwy
        - Add suite number
    - You must post again for 10 days with the correct address and DBA
- **MJ-08 Local Government Notice Affidavit**
    - DBA issue listed in Online Application
        - Clarify DBA
    - The Licensee is Green Jar Palmer, LLC
    - Premises address on all 3 applications
        - Remove "N" after Hwy
        - Add suite number
    - Have this form notarized with the correct information and re-submit
- **MJ-09 Statement of Financial Interest**
    - DBA issue listed in Online Application
        - Clarify DBA
    - The Licensee is Green Jar Palmer, LLC
    - Premises address on all 3 applications
        - Remove "N" after Hwy
        - Add suite number
- **Proof of Possession for Proposed Premises**
    - **Lease required**
        - Along with all the other requirements of a legally binding lease, the lease must contain:
        - **<u>The disclaimer that the landlord may not take possession of any marijuana or marijuana product, and that AMCO will be contacted in the event that this is necessary.</u>**
- **Entity Documents**
    - Your operating agreement names the 100% Managing Member of Green Jar Cannabis, LLC as Christopher Farris
    - You must add Bailey and Caleb to this operating agreement
        - They must sign the agreement
        - Their shareholder percentage must be listed
            - CBPL shows the following
            - Bailey – Member 33.40%
            - Caleb – Member 33.30%
            - Christopher – Member 33.30%
    - Provide a printout from CBPL which accurately displays the ownership percentage
    - Provide a business license that shows the legal name as Green Jar
        - Provide this office with a new business license number so it can be updated before you run your advertisement again
- **Food Permit Application**
    - **Submit a new Food Permit Application with the following addressed:**
        - DBA issue listed in Online Application
            - Clarify DBA
        - The Licensee is Green Jar Palmer, LLC
        - Premises address on all 3 applications
            - Add suite number

- **Affidavit of Publication**
    - After your online application is corrected you must re-run your ad for 3 consecutive weeks
        - Note: ***make sure your corporate structure is fixed before you print and run the ad***
            - You may email it to me for proofing before sending it for publication

Green Jar Palmer, LLC is applying under 3 AAC 306.300 for a new Retail Marijuana Store license, license #27199, doing business as **Green Jar**, located at 11709 E Palmer-Wasilla Hwy **ENTER SUITE HERE**, Palmer, AK, 99645, UNITED STATES. Interested persons may object to the application by submitting a written statement of reasons for the objection to their local government, the applicant, and the Alcohol & Marijuana Control Office (AMCO) not later than 30 days after the director has determined the application to be complete and has given written notice to the local government. Once an application is determined to be complete, the objection deadline and a copy of the application will be posted on AMCO's website at https://www.commerce.alaska.gov/web/amco. Objections should be sent to AMCO at marijuana.licensing@alaska.gov or to 550 W 7th Ave, Suite 1600, Anchorage, AK 99501

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,

Randi Baker, Occupational Licensing Examiner
For,
Glen Klinkhart, Interim Director
marijuana.licensing@alaska.gov