# 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

February 18, 2021

Kerby's Corporation
DBA: Green Degree
Via email: kerby@greendegree.net

Re: Retail Marijuana Store License #12635

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-01 Operating Plan**
  - Section 3.3: Provide a sample of a visitor identification badge.

- **MJ-02 Premises Diagram**
  - On Diagrams 1 & 5, please label the counter.

- **MJ-19 Creditors Affidavit**
  - Section 1: Correct the Doing Business As to say, Hilltop Premium Green LLC.
  - Section 2: Since you are showing that there are no debts or taxes owed, please only write "None" in the first field.

- **Entity Documents**
  - Please submit the corporate bylaws.

- **Proof of Possession for Proposed Premises**
  - For the purposes of our regulations, and because the transfers are going to two different entities at the same address, in your lease, please assign a unit/suite number or some other clarifying description such as, "northern portion of building" or something similar. This way, I can administratively update our database for your address to be more specific and able to meet the regulations.
  - Additionally, because the Transfer has not been effectuated, and essentially, the current licensee should still have legal right of possession to the premises, please adjust the

effective date/term dates. If preferred, the lease can say something along the lines of, "effective not earlier than the effectuation of the transfer.", or something similar.

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

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|---|---|
| **From:** | Marijuana Licensing (CED sponsored) |
| **To:** | "kerby@greendegree.net" |
| **Cc:** | Marijuana Licensing (CED sponsored) |
| **Subject:** | Incomplete Transfer Application - Green Degree - License #12635 |
| **Date:** | Thursday, February 18, 2021 3:27:00 PM |
| **Attachments:** | 12635 Incomplete Transfer Notice.pdf<br>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: May 19, 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