Alcohol and Marijuana Control Office
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Alaska Marijuana Control Board

Operating Plan Supplemental
Form MJ-03: Retail Marijuana Store

What is this form?

This operating plan supplemental form is required for all applicants seeking a retail marijuana store license and must accompany **Form MJ-01: Marijuana Establishment Operating Plan**, per 3 AAC 306.020(b)(11). Applicants should review **Chapter 306: Article 3** of the **Alaska Administrative Code.** This form will be used to document how an applicant intends to meet the requirements of the statutes and regulations.

If your business has a formal operating plan, you may include a copy of that operating plan with your application, but all fields of this form must still be completed per 3 AAC 306.020 and 3 AAC 306.315(2).

What additional information is required for retail stores?

Applicants must identify how the proposed establishment will comply with applicable regulations regarding the following:

- Prohibitions
- Signage and advertising
- Displays and sales
- Exit packaging and labeling
- Security
- Waste disposal

This form must be completed and submitted to AMCO's main office before any new or transfer application for a retail marijuana store license will be considered complete.

Section 1 – Establishment Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	BHRZ LLC	**MJ License #:**	29341		
License Type:	Marijuana Retail Store				
Doing Business As:	Cannabis Cove				
Premises Address:	7198 N Tongass Highway				
City:	Ketchikan	**State:**	Alaska	**ZIP:**	99901

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Section 2 – Overview of Operations

2.1. Provide an overview of your proposed facility's operations. Include information regarding the intake and flow of marijuana and marijuana product at your premises, and a description of what a standard customer visit to your establishment would entail:

Incoming marijuana products will be purchased from cultivators and manufacturers and will be accepted in the restricted access area of the retail store. Products will be weighed and inspected before acceptance and will be stored in the locked restricted access processing area until it is properly packaged and accounted for. Fully packaged and stickered retail ready products will be moved to the restricted access side of the retail counter where it will be sold to valid customers.

Customers will enter the premises into a small waiting area to have their ID checked. Once the ID is checked they will be allowed to proceed into the retail area. Customers will view and purchase items at the retail counter. Their purchases will be placed into an opaque bag and handed to the customer so they can exit the premises.

Section 3 – Prohibitions

Review the requirements under 3 AAC 306.310.

3.1. Describe how you will ensure that the retail marijuana store will not sell, give, distribute, or deliver marijuana or marijuana product to a person who is under the influence of an alcoholic beverage, inhalant, or controlled substance:

Employees will be trained to properly identify inebriated customers by looking for visual clues, odors, and by questioning the customer. Employees will be instructed to refuse entry to anyone who is under the influence of alcohol or other controlled substances.

3.2. I certify that the retail marijuana store will not: Initials

a. **sell, give, distribute, deliver, or offer to sell, give, distribute, or deliver marijuana or marijuana product in a quantity exceeding the limit set out in 3 AAC 306.355;** AB

b. **sell, give, distribute, deliver, or offer to sell, give, distribute, or deliver marijuana or marijuana product over the internet;** AB

c. **offer or deliver to a consumer, as a marketing promotion or for any other reason, free marijuana or marijuana product, including a sample;** AB

d. **offer or deliver to a consumer, as a marketing promotion or for any other reason, alcoholic beverages, free or for compensation; or** AB

e. **allow a person to consume marijuana or a marijuana product on the licensed premises.** AB

Answer "Yes" or "No" to the following question:	Yes	No
3.3. Do you plan to request future approval of the Marijuana Control Board to permit consumption of marijuana or marijuana product in a designated area on the proposed premises?	☐	☑

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Section 4 – Signage and Advertising

Review the requirements under 3 AAC 306.360 and 3 AAC 306.365. All licensed retail marijuana stores must meet minimum standards for signage and advertising.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

4.1. I understand and agree to follow the limitations regarding the number, placement, and size of signs on my proposed establishment, set forth in 3 AAC 306.360(a). AB

4.2. The retail marijuana store will not use giveaway coupons as promotional materials, or conduct promotional activities such as games or competitions to encourage the sale of marijuana or marijuana products. AB

4.3. All advertising for marijuana or marijuana product will contain the warnings required under 3 AAC 306.360(e). AB

4.4. I understand and agree to post, in a conspicuous location visible to customers, the notification signs required under 3 AAC 306.365. AB

4.5. I certify that no advertisement for marijuana or marijuana product will contain any statement or illustration that:

- **a. is false or misleading;** AB
- **b. promotes excessive consumption;** AB
- **c. represents that the use of marijuana has curative or therapeutic effects;** AB
- **d. depicts a person under the age of 21 consuming marijuana; or** AB
- **e. includes an object or character, including a toy, a cartoon character, or any other depiction designed to appeal to a child or other person under the age of 21, that promotes consumption of marijuana.** AB

4.6. I certify that no advertisement for marijuana or marijuana product will be placed:

- **a. within 1,000 feet of the perimeter of any child-centered facility, including a school, childcare facility, or other facility providing services to children, a playground or recreation center, a public park, a library, or a game arcade that is open to persons under the age of 21;** AB
- **b. on or in a public transit vehicle or public transit shelter;** AB
- **c. on or in a publicly owned or operated property;** AB
- **d. within 1,000 feet of a substance abuse or treatment facility; or** AB
- **e. on a campus for postsecondary education.** AB

Section 5 – Displays and Sales

5.1. Describe how marijuana and marijuana products at the retail marijuana store will be displayed and sold:

Marijuana and marijuana products will be displayed in locked display cases, or on the wall behind the display cases (and well out of reach of any customers). This area will be within the restricted access area and will have zero access by any customers. All product sales will take place at the counter, using a POS system to help with tracking of inventory. The customer will not take possession of any products until the purchase has been completed and the items placed in an opaque exit bag.

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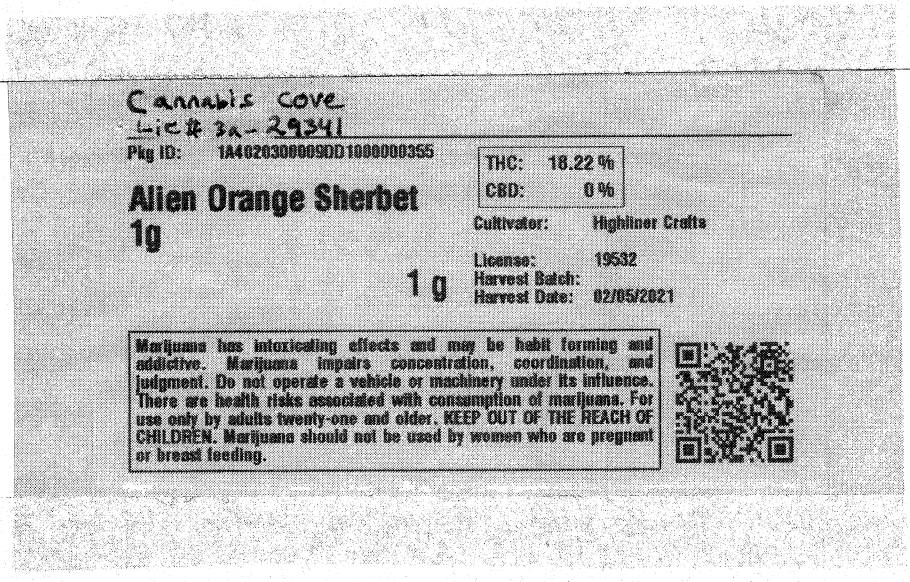
Section 6 – Exit Packaging and Labeling

Review the requirements under 3 AAC 306.345.

6.1. Describe how the retail marijuana store will ensure that marijuana and marijuana products sold on its licensed premises will meet the packaging and labeling requirements set forth in 3 AAC 306.345(a):

We have marijuana retail store and cultivation experience so we are already aware of all packaging and labelling requirements. Products will be packaged in sealed, tamper evident, child resistant bags or containers. All products will be properly marked with identifying labels (Retail store name and/or logo, license number, THC percentage, cultivator/manufacturer information, harvest batch) and warning labels (as per 3AAC 306.345, and 306.475). All products will be placed in opaque exit bags upon purchase.

6.2. Provide a sample label that the retail marijuana store will use to meet the labeling requirements set forth in 3 AAC 306.345(b):



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Section 7 – Security

Review the requirements under 3 AAC 306.350 and 3 AAC 306.720.

7.1. Describe the retail marijuana store's procedures for ensuring a form of valid photographic identification has been produced before selling marijuana or marijuana product to a person, as required by 3 AAC 306.350(a):

Employees will check IDs of all customers at the door before the customers are allowed to move into the general retail area. Employees will be trained on which IDs are acceptable, and current resources will be provided for reference (ie State ID book).

You must be able to certify the statement below. Read the following and then sign your initials in the box to the right: Initials

7.2. The video surveillance and camera recording system for the licensed premises covers each point-of-sale area. AB

Section 8 – Waste Disposal

Review the requirements under 3 AAC 306.740.

8.1. Describe how you will store, manage, and dispose of any marijuana waste, including expired marijuana or marijuana products, in compliance with any applicable laws. Include details about the material(s) you will mix with ground marijuana waste and the processes that you will use to make the marijuana waste unusable for any purpose for which it was grown or produced:

Any waste generated will be stored in the restricted access area until the MJ-25 form is submitted and the minimum 3 days has past so it is ready for disposal. Waste will be rendered unusable by being ground up and mixed equal parts with shredded paper. The waste products will be taken to the Ketchikan solid waste facility for disposal.

You must be able to certify the statement below. Read the following and then sign your initials in the box to the right: Initials

8.2. The retail marijuana store shall give the board at least three days written notice required under 3 AAC 306.740(c) before making marijuana waste unusable and disposing of it. AB

I declare under penalty of unsworn falsification that this form, including all accompanying schedules and statements, is true, correct, and complete.

Signature of licensee

ANDREW BURTON

Printed name of licensee

STATE OF ALASKA
NOTARY PUBLIC
SHARON E WAGNER

S. E. Wagner

Notary Public in and for the State of Alaska

My commission expires: 11/07/2024

Subscribed and sworn to before me this 24th day of May, 2021.

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(Additional Space as Needed):

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