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:	Skylimit08 II, LLC	**MJ License #:**		30244	
License Type:	Retail Marijuana Store				
Doing Business As:	Green Market				
Premises Address:	8317 Schoon Street				
City:	Anchorage	**State:**	Alaska	**ZIP:**	99518

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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:

Inbound shipments of marijuana and marijuana product to Green Market will be reviewed by management upon arrival. The shipments will be reconciled with the trip manifest, packaging labels, and shipping labels. Shipments will be weighed by certified scales and checked against what is on the labels and recorded in the manifest. Shipments with inconsistencies will be rejected. If shipments pass inspection by management, they will be entered into Metrc and the POS system, and added to inventory storage or the display cases. At the end of each business day, management will check all sale transactions from the POS system against both the available inventory and Metrc. During a standard retail store visit, customers will come through the entrance door and immediately go to the ID check-in window. A Green Market employee will carefully inspect IDs (looking for validity, identity confirmation, age, forgeries, and any other irregularities) and will also watch for signs of impairment, instability, or suspicious behavior. Once customers clear the ID check, they will proceed to the retail floor where they will be greeted by the sales staff. During their store visit, customers will be able to ask staff questions, safely and securely view/smell product samples in tamper-evident sealed jars, browse products in stock on display, and review a menu of products. Customers will purchase their selections at the POS counter where their IDs will be checked again before completing the transaction. After customers make their purchase and no longer have a purpose on the premises, they will be guided to the building's exit. If customers continue loitering, they will be politely reminded of the "no loitering" policy and asked to vacate the premises. All employees will be trained to understand and strictly follow the regulations regarding quantity limits sold per transaction and exit packaging requirements.

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:

Under no circumstances will Green Market sell, offer to sell, give, distribute, or deliver marijuana or marijuana product to any individual under the influence of alcohol, inhalants, or controlled substances. There will be signs at the entrance and on the POS counter stating that Green Market will not sell marijuana or marijuana product to anyone intoxicated by alcohol or other drugs. Entrants will access the store through the entrance door and will immediately go to the ID check-in window. At that time, not only will an employee review IDs, but they will also watch for signs of impairment. If a person appears to be under the influence at any time on the licensed premises, staff will refuse all service and sale to said person and escort them safely from the premises. Law enforcement may be contacted to help enforce this policy, if necessary. Staff will make sure impaired... (Cont. on Pg. 6)

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;** EJ

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

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

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

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

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). EJ

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. EJ

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

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

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

- **a. is false or misleading;** EJ
- **b. promotes excessive consumption;** EJ
- **c. represents that the use of marijuana has curative or therapeutic effects;** EJ
- **d. depicts a person under the age of 21 consuming marijuana; or** EJ
- **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.** EJ

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;** EJ
- **b. on or in a public transit vehicle or public transit shelter;** EJ
- **c. on or in a publicly owned or operated property;** EJ
- **d. within 1,000 feet of a substance abuse or treatment facility; or** EJ
- **e. on a campus for postsecondary education.** EJ

Section 5 – Displays and Sales

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

All marijuana and marijuana product will be on display, stored, and dispensed for sale inside the designated restricted access area behind the POS counter, inaccessible to customers. "Restricted Access Area - Visitors Must Be Escorted" signage will be posted at all access points leading to behind the counter. Marijuana and marijuana product will be viewable to customers in locked glass display cases, on shelving behind the POS counter, and in a cooler behind the POS counter (for perishable products). All displays will be in clear, direct view of continuously-operating security cameras at all times. Menus of available products will either be on television screens behind the counter or on physical menus available at the counter. Once customers have made their purchasing selections, they will meet an employee at a POS station. Employees will process the order and dispense the products for sale from behind the counter. Edibles and concentrates will be pre-packaged and labeled. Flower will be sold either pre-packaged or "Deli" style. "Deli" flower will be displayed behind the counter in glass jars separated and labeled by strain. If customers select to purchase "Deli" flower, employees will weigh the flower to the desired amount (in compliance with quantity limits sold per transaction regulations) using certified scales, register the purchase in the POS system (which automatically integrates with Metrc),... (Cont. on Pg. 6)

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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):

Management will review all shipments for quality control, consistency between the shipment labels and trip manifest, and regulatory compliance. Labels shall contain the manufacturer's or cultivation's facility name and license number, production lot or batch number, strain details, product net weight (not including packaging), packaging date, expiration date (if applicable), and testing lab's name and license number. The trip manifest must have the providing facility's name and license number, transport date, start and estimated arrival times, strain and batch details, transporter's name and handler's permit, transported product weight, and testing details. After management approves the shipments, they will be added to inventory and entered into Metrc with all required information as set forth by AMCO. All shipment information will be recorded in Metrc and maintained on the premises as official business records. The transporter and the management member inspecting the shipments will both complete all paperwork showing that all information is correct and confirming the delivery transaction took place. Management will reject shipments that do not comply with all AMCO regulations regarding packaging, labeling, transporting, and transferring marijuana and marijuana product. All marijuana and marijuana product will be packaged and labeled in compliance with regulations, with labels containing Green Market's name and license number, testing results, and required warnings (as detailed in 306.345(b)). Employees will ensure that marijuana and marijuana product are inside child-resistant packaging and placed in fully opaque exit packaging (like a store-provided bag or a customer's personal bag, pocket, etc.) before customers leave the store with their 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):

Retailer: Green Market **License No:** 30244
Cultivator: **License No:**
Harvest Batch No: **Package No:**
Net MJ Weight: **OZ(g)** **Strain:**
Testing Facility: **License No:**
THC: **THCA:** **CBD:** **CBDA:** **CBN:**
Microbial Test: **Fungicides:** **Pesticides:** **Herbicides:**
Fertilizers: **Soil Amendment:**

Alaska Safety Warning: Marijuana has intoxicating effects and may be habit forming and addictive. Marijuana impairs concentration, coordination and judgment. Do not operate a vehicle or machinery under its influence. There are health risks associated with consumption of marijuana. For use only by adults twenty-one and older. Keep out of the reach of children. Marijuana should not be used by women who are pregnant or breast feeding.

*Logo to be added

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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):

Under no circumstances will Green Market ever sell, offer to sell, give, distribute, or deliver marijuana or marijuana product to any person who is not at least twenty-one (21) years old or cannot provide a valid, photo government-issued ID. Entrants will access the retail store through the entrance door, where they will meet an employee at the ID check-in window and provide a valid, government-issued photo ID for inspection. The employee will check the ID for smooth, uniform edges that do not separate or buckle; foil, holograms, or icons of state name, shape or crest that appear when tilted in the light; consistency between the customer's face and their ID photo; forgeries; and any other inconsistencies. Employees will be given ID guides to help recognize IDs from other states and countries. (Cont. on Pg. 6)

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. EL

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:

Green Market will dispose of marijuana that has been determined to be contaminated, infected, or rejected for quality purposes; marijuana and marijuana product that have reached expiration; materials and containers that have come into contact with contaminated marijuana or marijuana product; and any other marijuana or marijuana product identified as waste by management, MCB, AMCO Enforcement or the AMCO Director. Green Market will notify AMCO Enforcement via a form prescribed by the MCB about the waste no more than three (3) days prior to rendering the waste unusable. Marijuana waste will be stored away from all other product inside a locked container on the premises and will be rendered unusable before leaving the store for disposal. Marijuana waste will be rendered unusable by grinding and mixing it with other compostable and non-compostable non-marijuana material (such as food waste, cardboard, paper, and yard waste) until the resulting mixture is no more than fifty percent (50%) marijuana waste. A Waste Log will be maintained by management, which will track the waste type, disposal date, date rendering the waste unusable, reason for disposal, status, and final destination. The waste will either then be transported to the landfill or waste station by a Muni waste truck or by a Green Market employee. Waste logs will be stored securely and managed as official business records, which will be accessible to AMCO upon request.

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. EL

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

Signature of licensee

Eun Lee

Printed name of licensee

ELISABETH PERRY
My Commission Expires
NOTARY PUBLIC
Aug 15, 2022
STATE OF ALASKA

Notary Public in and for the State of Alaska

My commission expires: 8/15/2022

Subscribed and sworn to before me this 29th day of July, 2021.

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(Additional Space as Needed):

3.1 Continued: ...individuals escorted off the premises have a ride or taxi arranged for a safe departure. The establishment will exercise caution and remain compliant with sale limits per AMCO regulations. A member of management will always be ready to help with customer ingress and egress, and to ensure there is enough staff on the sales floor.

5.1 Continued: ...seal the weighed flower in a child-resistant container, print the packaging label, and affix the label on the container before dispensing to customers. Green Market will also purchase bulk marijuana, which will be used to roll their own pre-roll joints and package in child-resistant, labeled, tamper-evident containers. Employees must ensure that marijuana and marijuana products are inside child-resistant packaging and placed in fully opaque exit packaging (such as a store-provided bag or the customer's pocket, purse, backpack, tote, etc.) before customers exit the store with their purchase.

7.1 Continued: IDs will be reviewed again at the POS counter upon a customer's purchase. Green Market will refuse service or entrance and escort off the premises any person who cannot produce a valid, government-issued photo ID for inspection, no matter how old they appear or how familiar they are to the employee. Law enforcement may be contacted to help enforce this policy.

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