# 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

May 20, 2022

Catalyst Retail, LLC
DBA: Catalyst Cannabis Company
Via email: will@catalystcannabisco.com

Re: Retail Marijuana Store license #31418

Dear applicant,

AMCO 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.**

- **Online Application**
  - Will, the online application was initiated incorrectly based on the ownership structure of Catalyst Retail, LLC (the applicant of this license). Catalyst Retail, LLC's owner/member is Broken Dirt, LLC. Then Broken Dirt, LLC is owned by several persons. Broken Dirt, LLC needs to be listed in the Entity Officials section of the online application (along with its members' names).
  - I have rolled the application back to "new" status so you can go on your myAlaska, AMCO – Marijuana Licensing to edit the online application and resubmit. When you resubmit the online application, the system will generate an updated Public Notice; you will need this updated Public Notice. The update does not affect your newspaper ad, but it does affect your public, and local government and community council notices.

- **MJ-00 Application Certifications**
  - Please correct the MJ-00 for each person listed below:
    - Chad Reed, on page 3, please read the last two statements and initial the appropriate box.
    - John Connolly, on page 3, please read the last two statements and initial the appropriate box.
    - William Schneider, on page 3, please read the last two statements and initial the appropriate box.

        - Jonathan Hughes, your page 3 of this form is missing; it was not provided in the packet. Please submit it.

- **MJ-02 Premises Diagram**
    - You have a bathroom in the second floor of the proposed retail marijuana store's restricted access area. No problem. But, please note on the diagram that the bathroom is licensed premises but not restricted access area (because there should not be a camera in the bathroom(s)) if they are used as bathroom(s)).

- **MJ-07 Public Notice Posting Affidavit**
    - Once you correct the online application as mentioned above, under Online Application, you will need to (re)post the Public Notice at both the location of the proposed licensed premises and another conspicuous location for 10 days.
    - You will need to fill out a new MJ-07 for these postings and submit with your corrections to me.

- **MJ-08 Local Government Notice Affidavit**
    - Once you correct the online application as mentioned above, under Online Application, you will need to (re)notify the local government and the community council by providing to them a copy of the updated Public Notice.
    - You will need to fill out a new MJ-08 and submit with your corrections to me.

- **Fingerprint Card**
    - Will, each person listed below needs to submit fingerprint cards for criminal background check—AS 17.38.200 & 3 AAC 306.055. The exception is if the person submitted fingerprint cards within the last 12 months for a license, and I could not find that any one of them has (but let me know if I am wrong). <u>The fee for the background check for each person is $48.25—</u>this goes to Public Safety. Here is the list:
        - William Schneider
        - Jonatahn Hughes
        - Kyler Dunford
        - John Connolly
        - Joe Kaiser
        - Kathleen Lawrence
        - Larry Greenstein
        - Samuel Miller
        - Keith Lopez
        - Chad Reed
        - Babette Miller
        - Andre Stoiber
    - Do not email the cards. We need the originals. Let me know when the cards get mailed to or dropped off at our office in Anchorage.

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. <u>That deadline is August 18, 2022.</u>

Respectfully,

Jane P. Sawyer, Regulations Specialist
For,
Joan M. Wilson, Director
marijuana.licensing@alaska.gov