



## Marijuana Handler Permit Renewal Instructions

Alcohol and Marijuana Control Office  
550 W 7<sup>th</sup> Avenue, Suite 1600  
Anchorage, AK 99501  
[marijuana.handler@alaska.gov](mailto:marijuana.handler@alaska.gov)  
<https://www.commerce.alaska.gov/web/amco>  
Phone: 907.269.0350

### Alcohol and Marijuana Control Office Hours

If you are unable to visit the Anchorage or Fairbanks office, please mail your application documents to:

**AMCO**

**Attn: Handler Permit**

**550 West 7<sup>th</sup> Ave Suite 1600**

**Anchorage, AK 99501**

**Anchorage:**

550 West 7<sup>th</sup> Ave, Suite 1600

Monday through Friday from 9:00am to 11:00am, Alaska Time

**Fairbanks:**

1648 Cushman St, Suite 203

Wednesdays from 9:00am to 12:00pm, Alaska Time

### Document Submission and Card Issuance Instructions

In order to receive a marijuana handler permit renewal card, please complete the following steps:

1. Complete the marijuana handler permit Standard Cover Page on myAlaska (detailed instructions are included on page 2).
2. Complete a Marijuana Control Board approval Marijuana Handler Permit Education Course. Complete list on our website. <https://www.commerce.alaska.gov/web/amco/MarijuanaHandlerPermit.aspx>
3. Obtain a Criminal History Background Check at any local Alaska State Trooper Post. <https://dps.alaska.gov/Statewide/R-I/Background/WalkIn>
4. Gather required documents listed below.
5. Bring completed application to the Anchorage or Fairbanks office, or mail to the Anchorage office.



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## Checklist for Renewal Permit Applications

The following documents and items must be submitted before an application will be considered complete:

**Walk ins:**

- Standard Cover Page
- Marijuana Handler Permit Education Course Completion Certificate (copy)
- Permit Fee (\$50, paid by check or money order, payable to the State of Alaska) (**No cash or credit card**)
- Valid Government Issued ID (if mailing in, please provide a clear photo copy)
- A Criminal History Background Check.

**Additionally required for mail ins:**

- Photo (2" x 2" "passport size" in full color photo)

## Renewal of Handler Permits

- Marijuana Handler Permits expire 3 years from the certification date provided by the Marijuana Handler Course Certification.
- 90 days prior to the expirations date, the renewal process will become active through myAlaska.

1. Begin by initiating a handler permit application.

**Application for a Marijuana Handler Permit**

If you have reviewed the application instructions, please click on the link below to launch the application.

*This will open a new window, if a new window doesn't open, disable your pop-up blocker.*

2. Sign into myAlaska.

**myAlaska Login**

**Username:**

**Password:**

[Forgot my Username](#)

[Forgot my Password](#)

**New User: Register for a myAlaska Account**



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3. Select your handler permit to renew.

Handler Permit Number	First Name	Last Name	Issue Date	Effective Date	Expiration Date	Handler Status
19148	Your	Name	07/01/2018	07/01/2018	11/01/2018	Active

4. Click on Renew Your Permit



5. Verify your contact information is correct, and update any old information. Click Submit Application.

### RENEW HANDLER

Name: Your Name

Phone Number: 9072690350

Email Address: Your email address

#### Mailing Address

Country: UNITED STATES

Address 1: 550 West 7th Ave

Address 2: Ste. 1600

City: Anchorage

State: Alaska

Zip Code: 99515

Zip Plus:

Submit Application Cancel



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6. Review and submit your application

## REVIEW YOUR HANDLER APPLICATION

**IMPORTANT:** Please use the "Review Application" button to review the PDF of your online application.

[Review Application](#)

By selecting "Submit Application" below, you are certifying that you have reviewed this document. Once you proceed, this PDF will be considered your submission. You may save or print the PDF for your records.

Please note: Supplemental documents and fees must be submitted to the AMCO office before any application can be reviewed.

[Submit Application](#) [Back to Account Home](#)

7. Click on your renewed handler permit

Handler Permit Number	First Name	Last Name	Issue Date	Effective Date	Expiration Date	Handler Status
19148	Your	Name	07/01/2018	07/01/2018	11/01/2018	Active

8. Print out your Standard Cover Page

## HANDLER PERMIT 19148

Handler Permit Number: 19148  
 Handler Status: Active  
 Issue Date: 07/01/2018  
 Effective Date: 07/01/2018  
 Expiration Date: 11/01/2018  
 Name: Your Name  
 Date of Birth: 12/01/1990  
 Phone Number: 907-269-0350  
 Email Address: Your Email Address  
 Mailing Address: 550 West 7th Ave.  
 Ste. 1600  
 Anchorage, AK 99515  
 UNITED STATES

[Actions & Documents](#)  
[Standard Cover Page](#)

## Handler Events

	All
▶ Initial Application	Status: Incomplete
▶ Permit Renewal	Status: Incomplete