THE STATE of ALASKA
GOVERNOR BILL WALKER

Department of Commerce, Community, and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

August 26, 2016

TERRA HOUSE, LLC
DBA: TERRA HOUSE, LLC
Via email: michael@terrahouse.net

Re: Limited Marijuana Cultivation Facility License Application #10086

Dear Applicant,

AMCO staff has reviewed the online application and supplemental documents submitted for the proposed marijuana establishment license referenced above. The following items need to be corrected and/or resubmitted.

- Corrections related to Suites
  - Because your marijuana establishment cannot have the same address as your residence, you must give your cultivation facility a distinguishing address with a suite, unit or room # (this could even just be "garage"). The addition of a suite/unit/room # involves several corrections:
    - You will need to email us your suite/unit/room #
    - AMCO will edit your physical address to include the suite/unit/room # which will generate new advertisement and public notices
      - You will need to use the new advertisement notice to run a one-time correction ad and submit a new publisher's affidavit
      - You will need to use the new public notice and post for an additional 5 days at the premises address and re-submit to the Kenai Peninsula Borough, then submit new forms MJ-07 and MJ-08
  - Section 1 – Establishment Information, needs to be corrected to include the suite/unit/room # in the premises address field for each MJ form
- MJ-02 Premises Diagram
  - Please label the areas where marijuana will be stored
  - Clearly indicate the interior layout of your establishment
    - Please use labels to match your description on page 2 of form MJ-03
- Entity Documents
  - Per 3 AAC 306.020(b)(3)(B) the Limited Liability Company agreement is a required document – also called an LLC Operating Agreement

- Proof of Possession of Proposed Premises
    - The document submitted is not an adequate proof of possession
        - Please submit a legally binding lease with Terra House, LLC as the tenant
    - The lease will need to include the suite/unit/room #

Please return the incomplete items within two weeks of the date of this letter. Receipt of the items within two weeks will keep your application at the top of our worklist. If we do not receive all of the completed items within two weeks, your application will be moved to the back of the "Under Review" worklist. If we do not receive your completions within 90 days, per 3 AAC 306.025(f), you must file a new application and pay a new fee.

Sincerely,

Cynthia Franklin, Director
marijuana.licensing@alaska.gov