Alcohol & Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
marijuana.licensing@alaska.gov
https://www.commerce.alaska.gov/web/amco
Phone: 907.269.0350

Alaska Marijuana Control Board

Cover Sheet for Marijuana Establishment Applications

What is this form?

This cover sheet **must** be completed and submitted any time a document, payment, or other marijuana establishment application item is emailed, mailed, or hand-delivered to AMCO's main office.

Items that are submitted without this page will be returned in the manner in which they were received.

Section 1 – Establishment Information

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

Licensee:	Raspberry Roots, LLC	**License Number:**	10097		
License Type:	Retail Marijuana Store				
Doing Business As:	RASPBERRY ROOTS				
Physical Address:	501 Raspberry Rd				
City:	Anchorage	**State:**	AK	**Zip Code:**	99518
Designated Owner:	Kimberley Kole				
Email Address:	kimkoleinak@gmail.com				

Section 2 – Attached Items

List all documents, payments, and other items that are being submitted along with this page.

Attached Items:	MJ-03: Retail Marijuana Store

OFFICE USE ONLY					
Received Date:		Payment Submitted Y/N:		Transaction #:	

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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 the **Marijuana Establishment Operating Plan (Form MJ-01)**, 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 those 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
- On-site consumption
- Displays and sales
- Exit packaging and labeling
- Security

This form must be submitted to AMCO's main office before any retail marijuana store license application will be considered complete.

Section 1 – Establishment Information

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

Licensee:	Raspberry Roots, LLC	**License Number:**	10097		
License Type:	Retail Marijuana Store				
Doing Business As:	RASPBERRY ROOTS				
Premises Address:	501 Raspberry Rd, Suite 101				
City:	Anchorage	**State:**	ALASKA	**ZIP:**	99518

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Section 2 – Prohibitions

Applicants should review 3 AAC 306.310 and be able to answer "Agree" to all items below.

The retail marijuana store will not:	Agree	Disagree
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	●	○
Sell, give, distribute, deliver, or offer to sell, give, distribute, or deliver marijuana or marijuana product over the internet	●	○
Offer or deliver to a consumer, as a marketing promotion or for any other reason, free marijuana or marijuana product, including a sample	●	○
Offer or deliver to a consumer, as a marketing promotion or for any other reason, alcoholic beverages, free or for compensation	●	○
Allow a person to consume marijuana or a marijuana product on the licensed premises, except as provided in 3 AAC 306.305(a)(4)	●	○

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:

All customers will enter one main door into our reception / lobby area (no marijuana will be accessible in this area). Once in the lobby area, company agents will greet the customers and check their government-issued IDs for the age requirement. All employees will be trained on proper ID checking protocol prior to interacting with customers. After age approval, the receptionist will answer any questions, explain the store lay out and process, and issue a strain option card. During this interaction period, agents are trained to look for signs of impairment by listening to how the customer speaks (whether they are too loud or slurring), looking at their eyes (whether they are glassy and/or bloodshot), watching for impaired motor function, and watching out for wide mood swings. The facility will have very visible posted warning signs explaining that the establishment is not allowed to sell cannabis to anyone who is intoxicated. No outside marijuana will be permitted on the premises. If an agent suspects a customer of being intoxicated with any substance upon entrance, the customer will be asked to leave the premises and come back at a later date. If an individual enters before intoxication is detected, the budtenders have the authority to refuse service to anyone, and to ask the customer to vacate the premises. A manager will be on hand to escort the customer off the premises and to ensure that each removed individual has a safe ride or a taxi called for their safe departure.

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Section 3 – On-site Consumption

	Yes	No
Do you plan to request approval of the board with your initial application to permit consumption of marijuana or marijuana product in a designated area on the proposed premises?	☐	☒

If "Yes", describe how you ensure that only marijuana or marijuana products that were purchased at your proposed premises are being consumed, per 3 AAC 306.305(a)(4):

Section 4 – Displays and Sales

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

The facility will have education stations positioned around the shopping area with product details and information. Visual examples and sniff jars for inspection and smelling will be placed in secure containers (chained to prevent theft) at each education station. Trained Budtenders will be walking around, interacting, and educating customers on the displayed products, the benefits, and the prices. When customers have made their purchasing decisions, they will then head to the check-out counter. All sellable edibles, concentrates, and flowers will be stored behind the check-out counter. All products on the shopping floor will be for display only. Cashiers will take the customers' orders and fill them from behind the counter. Concentrates and edibles will all be prepackaged and labeled. Flower will be sold in a hybrid system. Some will be prepackaged in heat sealed mylar bags (smell proof) in 1g, 3.5g, and 7g increments. These bags will be pre-labeled. Other options will be "Deli" style. Large glass jars with batch labeled strains will be on display. If a customer wants that strain, the agent will weigh flower at the check-out counter using a certified scale. Once weighed to the desired amount, the agent will register the purchase in the POS system, fill the product into a child-proof drama container, and print the packaging label. The prepackaged products will be in bins on the shelves or on hooks against the back wall behind the counter, well out of the reach of the customers. Any edibles will be stored in a refrigerator, also securely placed behind the counter out of reach of the customers. Any non-marijuana inventory will be stored in bins on the shelves, on hooks against the back wall, or out on the shopping floor in a separate display case . All sellable marijuana products will be in locked areas for night storage after the retail store closes.

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Section 5 – Exit Packaging and Labeling

Review the requirements under 3 AAC 306.345, and identify how the proposed establishment will meet the listed requirements.

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):

The company quality control unit is directly responsible for inspecting and approving all cannabis flower and products, and any other related products that will be sold. This includes all packaging, labeling, and testing policies and results. The QCU will consist of selected members from Management and Ownership to ensure all aspects of the business are reviewed for total quality control. Cannabis products transported from cultivation or manufacturing facilities will be inspected by a QCU agent for quality and consistency with the travel manifest documentation. Once approved, inventory will be entered into the POS MJ Freeway System with all mandatory information designated by the MC Board. Purchase order entry information will be store on a cloud server, and printed and stored as official business records. When cannabis infused edibles and marijuana concentrates are delivered from a manufacturer, QCU will inspect the products for contamination, the travel manifest documentation consistency, and the label information. Labels will be checked for: (1) name and license number of the providing entity; (2) production lot and batch number; (3) strain Information; (4) net weight of the product in the package (not including weight of packaging); and (5) packaging date and expiration date. The travel manifest paperwork will be checked for: (1) name and license number of the providing entity; (2) delivery date; (3) start time and estimated arrival time; (4) strain and batch information; (5) delivery driver name and handler's card verification; and (6) the weight of the products transferred. The manager accepting the product will take photocopies of all paperwork involved in the transfer. Both the provider and the receiver of the marijuana products will sign paperwork expressing that all information is correct and the transfer took place.

Provide a sample label that the retail marijuana store will use to meet the labeling requirements under 3 AAC 306.645(b):

The labels will vary as product will be provide from various cultivation facilities - but all labels will contain the following information at a minimum.

Business Name:
License Number:
Strain:
Batch / Lot Number:
Gross Weight:
Net MJ Weight:
Packaging Date:
Expiration Date:

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 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.

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Section 6 – Security

Identification Requirement to Prevent Sale to Person Under 21 (3 AAC 306.350):

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, per 3 AAC 306.350(a):

All customers will enter the main door into the reception and lobby area (no marijuana will be accessible in this area). Once an individual enters the facility into the lobby area, a receptionist will greet the customer and check their government-issued ID for the age requirement. There will be an ID Guide at the desk to compare licenses for our customers from other states or countries. Agents will be trained to feel and bend the edges of the card. They should have a smooth, uniform edge, and the inside contents shouldn't separate, buckle, or come unglued. When the card is tilted in the light, there should be a foil or hologram that flashes. The icon should be a state crest, shape, or name. The receptionist will be given a 10x magnifying glass to read the microprint on the card that many states have. Fake IDs generally have a solid line instead of fine print. Agents will be instructed to study the cardholder to match the photo, and to ask questions about the zip code and birth date on the card.

I declare under penalty of perjury that I have examined this form, including all accompanying schedules and statements, and to the best of my knowledge and belief find it to be true, correct, and complete.

Kimberley A Kole
Signature of licensee

Kimberley A. Kole
Printed name

Subscribed and sworn to before me this 3rd day of May, 2016.

CINDY KIM NOTARY PUBLIC MY COMMISSION EXPIRES APR 1 2019 STATE OF ALASKA

Notary Public in and for the State of Alaska.

My commission expires: 04/01/2019

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(Additional Space as Needed):