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:	Herbal Outfitters, LLC	**License Number:**	10173		
License Type:	Retail Marijuana Store				
Doing Business As:	HERBAL OUTFITTERS, LLC				
Physical Address:	165 Fairbanks Drive				
City:	Valdez	**State:**	AK	**Zip Code:**	99686
Designated Owner:	Richard Ballow				
Email Address:	info@herbaloutfitters.green				

Section 2 – Attached Items

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

Attached Items:	
1	Form MJ-01
2	Sample employee identification badge
3	Image of logo to be used in signage

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

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Form MJ-01: Marijuana Establishment Operating Plan

What is this form?

An operating plan is required for all marijuana establishment license applications. Applicants should review **Title 17.38** of **Alaska Statutes** and **Chapter 306** of the **Alaska Administrative Code.** This form will be used to document how an applicant intends to meet the requirements of those 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(c).

What must be covered in an operating plan?

Applicants must identify how the proposed premises will comply with applicable statutes and regulations regarding the following:

- Security
- Inventory tracking of all marijuana and marijuana product on the premises
- Employee qualification and training
- Waste disposal
- Transportation and delivery of marijuana and marijuana products
- Signage and advertising
- Control plan for persons under the age of 21

Applicants must also complete the corresponding operating plan supplemental forms (**Form MJ-03, Form MJ-04, Form MJ-05,** or **Form MJ-06)** to meet the additional operating plan requirements for each license type.

Section 1 – Establishment Information

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

Licensee:	Herbal Outfitters, LLC	**License Number:**	10173		
License Type:	Retail Marijuana Store				
Doing Business As:	Herbal Outfitters, LLC				
Premises Address:	165 Fairbanks Drive, Lower Level				
City:	Valdez	**State:**	ALASKA	**ZIP:**	99686

Mailing Address:	PO Box 2911				
City:	Valdez	**State:**	ALASKA	**ZIP:**	99686

Primary Contact:	Richard Ballow		
Main Phone:	907-835-3201	**Cell Phone:**	907-255-0223
Email:			

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Form MJ-01: Marijuana Establishment Operating Plan

Section 2 – Security

Review the requirements under 3 AAC 306.710 – 3 AAC 306.720 and 3 AAC 306.755, and identify how the proposed premises will meet the listed requirements.

Describe how the proposed premises will comply with each of the following:

Restricted Access Areas (3 AAC 306.710):

Describe how you will prevent unescorted members of the public from entering restricted access areas:

Members of the public will be prevented from entering restricted access areas of Herbal Outfitters by posting signage on the entry area or door of any restricted access area that states, "Restricted access area, visitors must be escorted." Persons in our store are under constant video surveillance and monitored closely by staff. Store policy is to never leave the Budtender stations (a restricted access area) unsupervised. The door leading to the vault door will be equipped with key code and will always remain closed. The door leading to the vault (a restricted access area) is equipped with tumbler lock and will always remain closed unless access is required by staff.

Describe your processes for admitting visitors into and escorting them through restricted access areas:

Employee's, Licensee and any agent shall always wear current ID badge with photo when in restricted access areas.
In the rare case a visitor will need to be in a restricted access area they will be required to :
1. Present valid ID to the Herbal Outfitters staff that will escort, proving the visitor is over 21 years of age.
2. Once it is determined a visitor is over 21 years of age, their name, date and time of entry will be recored in a logbook. We will also require them to sign the logbook.
2. An approved visitor will be given a lanyard to wear with visitor identification badge while in any restricted access area.
3. Any one Herbal Outfitters staff, licensee or agent will not escort more than 5 visitors at a time.

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Describe your recordkeeping of visitors who are escorted into restricted access areas:

The logbook that will be used for allowing visitors into any restricted access area will record the name, date and time of visit as well as visitors signature. This information will be saved for a period of three years with the most current 6 months of records being stored on the premise of Herbal Outfitters giving law enforcement and any employee of the Marijuana Control Office immediate access to all required records.

Provide a copy of a sample identification badge to be displayed by each licensee, employee, or agent while on the premises:

See the attached sample of an identification badge to be worn by each licensee, employee or agent while on the premises. This badge will be worn around the neck on a lanyard while the employee is on duty.

STAFF

HERBAL OUTFITTERS

VALDEZ - ALASKA

Richard Ballow License #10173

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Security Alarm Systems and Lock Standards (3 AAC 306.715):

Exterior lighting is required to facilitate surveillance. Describe how the exterior lighting will meet this requirement:

The Herbal Outfitters premise is a two story building that has a wrap around balcony of the entire building. This balcony provides an area for canister down lights. These lights will be placed around the entire perimeter of the building. Additionally lights will placed within 20 feet of the entrance and exit door which will provide clear views of individuals at night, facilitating surveillance.

An alarm system is required for all license types. Describe the security alarm system for the proposed premises:

A central station monitored 2gig cellular alarm system with back up battery power, two-way voice response and audible siren will be active at the premise at all times.

The alarm system must be activated on all exterior doors and windows when the licensed premises is closed for business. Describe how the security alarm system meets this requirement:

Tamper monitored contacts will be mounted on all exterior doors. Windows at the premise do not open we therefore will employ 3 glass-break detectors. In addition, interior motion detectors will be mounted within the premise to ensure further security. After completion of the closing procedures, the alarm system will be activated to the away mode. If any of the sensors are breached, the audible siren is set off and the central monitoring station alerts the licensee and dispatches our local law enforcement agency.

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Form MJ-01: Marijuana Establishment Operating Plan

Describe your policies and procedures for preventing diversion of marijuana or marijuana product:

We shall restrict access to any part of the premise with commercial grade, non-residential door locks with key code entry on doors where marijuana product is stored or stocked. Unique key codes will be issued to all authorized employees. These areas will be marked by a sign that says, "Restricted access area. Visitors must be escorted." Video surveillance will cover each restricted access area, each entrance to a restricted access area, the entrance door from the exterior and the exit door to the exterior of the premise in a way that produces a clear view adequate to identify any individual inside the premise and within 20ft of each entrance/exit. Staff policy is to constantly engage and monitor visitors from the time they enter the store until the time they leave the store.

Describe your policies and procedures for preventing loitering:

Herbal Outfitters recognizes that loitering around the store premise can negatively impact business. Our procedures for enforcing the policy of, "Preventing the act of loitering" are as follows;

1. The outside of the store will be well-lit and under video surveillance at all times
2. No loitering signs will be posted around the building of the premise.
3. Staff will monitor the property, walking the premise regularly to deter illegal activity.

Describe your policies and procedures regarding the use of any additional security device, such as a motion detector, pressure switch, and duress, panic, or hold-up alarm to enhance security of the proposed premises:

Motion detection alerts will be programed into the camera system to send visual notification of unauthorized activity. After close of business, interior motion detectors and glass break detectors will be activated. Employees are provided with a remote panic button that activates the alarm system if under duress. All video cameras will be equipped with infrared capabilities to allow for clear viewing during low or no light conditions.

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Describe your policies and procedures regarding the actions to be taken by a licensee, employee, or agent when any automatic or electronic notification system alerts a local law enforcement agency of an unauthorized breach of security:

Unauthorized activity triggers the alarm system, the personnel from the 24-hour central monitoring station will verify over the 2-way security panel system by asking "is anyone there?" The security monitoring station will then listen for any activity. If it is an authorized employee, the central monitoring station will ask for name and password for verification. If the employee gives an acceptable answer the police dispatch will be canceled. If the reply to the central monitoring station does not meet criteria, the police dispatch will continue. The authorized employee will be notified and directed to the premise to follow the protocol directed by the police. Before the authorized employee leaves, an inspection of the entire premise will be executed and verify no marijuana product was compromised. If so...after all issues are resolved, the authorized employee will alarm the system.

Video Surveillance (3 AAC 306.720):

All licensed marijuana establishments must meet minimum standards for surveillance equipment. Applicants should be able to answer "Yes" to all items below.

Video surveillance and camera recording system covers the following areas of the premises:	Yes	No
Each restricted access area and each entrance to a restricted access area	■	☐
Both the interior and exterior of each entrance to the facility	■	☐
Each point of sale area	■	☐

Each video surveillance recording:	Yes	No
Is preserved for a minimum of 40 days, in a format that can be easily accessed for viewing	■	☐
Clearly and accurately displays the time and date	■	☐
Is archived in a format that does not permit alteration of the recorded image, so that the images can readily be authenticated	■	☐

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Describe how the video cameras will be placed to produce a clear view adequate to identify any individual inside the licensed premises, or within 20 feet of each entrance to the licensed premises:

A video surveillance and camera recording system will be installed in view of each restricted access area and each entrance to a restricted access area. In view of each ingress and egress area of the licensed premises, within 20 feet and able to produce a clear and adequate view to identify any individual. In view of each point-of-sale-area. Both the interior and exterior of each entrance to the facility will be under surveillance by video camera. Anywhere marijuana is stored, packaged or destroyed will have a camera placement in the room facing the primary door, and in adequate fixed positions, at a height that will provide a clear, unobstructed view of the regular activity without a sight blockage from lighting, fixtures or other equipment, in order to allow for the clear and certain identification of any person and activity in the area at all times.

Describe the locked and secure area where video surveillance recording equipment and records will be housed and stored and how you will ensure the area is accessible only to authorized personnel, law enforcement, or an agent of the board:

Herbal Outfitters recognizes the need to keep video surveillance recording equipment safe and secure. Video equipment will be housed in a specialized cabinet that shall remain locked at all times unless necessary for preforming maintenance or requested by law enforcement, or an agent of the board. Additionally this specialized cabinet shall be located in our surveillance room as shown on our premise diagram. The surveillance room shall restrict access with a commercial grade, non-residential door lock with key-code entry, for which, only a manager or owner will be able to access.

Location of Surveillance Equipment and Video Surveillance Records:	Yes	No
Surveillance room or area is clearly defined on the premises diagram	■	☐
Surveillance recording equipment and video surveillance records are housed in a designated, locked, and secure area or in a lock box, cabinet, closet or other secure area	■	☐
Surveillance recording equipment access is limited to a marijuana establishment licensee or authorized employee, and to law enforcement personnel including an agent of the board	■	☐
Video surveillance records are stored off-site	☐	■

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Business Records (3 AAC 306.755):

All licensed marijuana establishments must maintain, in a format that is readily understood by a reasonably prudent business person, certain business records. Applicants should be able to answer "Yes" to all items below.

Business Records Maintained and Kept on the Licensed Premises:	Yes	No
All books and records necessary to fully account for each business transaction conducted under its license for the current year and three preceding calendar years; records for the last six months are maintained on the marijuana establishment's licensed premises; older records may be archived on or off-premises	■	☐
A current employee list setting out the full name and marijuana handler permit number of each licensee, employee, and agent who works at the marijuana establishment	■	☐
The business contact information for vendors that maintain video surveillance systems and security alarm systems for the licensed premises	■	☐
Records related to advertising and marketing	■	☐
A current diagram of the licensed premises including each restricted access area	■	☐
A log recording the name, and date and time of entry of each visitor permitted into a restricted access area	■	☐
All records normally retained for tax purposes	■	☐
Accurate and comprehensive inventory tracking records that account for all marijuana inventory activity from seed or immature plant stage until the retail marijuana or retail marijuana product is sold to a consumer, to another marijuana establishment, or destroyed	■	☐
Transportation records for marijuana and marijuana product as required under 3 AAC 306.750(f)	■	☐

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A marijuana establishment is required to exercise due diligence in preserving and maintained all required records. Describe how you will prevent records and data, including electronically maintained records, from being lost or destroyed:

All hard copy materials that are required to be preserved and maintained shall be stored in on-site filing cabinets that will be located inside the restricted access areas of the surveillance room or managers office. These records shall be kept for a minimum of 3 years and on site for a minimum of 6 months. These records shall include a current employee list setting out the full name and marijuana handler permit number of each employee, and agent who works for Herbal Outfitters. Included also for Richard C Ballow 100% owner of Herbal Outfitters. Other hard copy materials retained in this fashion shall be the visitor log book, recording the name and date and time of entry of each visitor permitted in a restricted access area. Printed transportation manifests shall also be saved in this fashion.

Hard copy files as well as computer generated files will be kept regarding business contact information for all vendors, including those that maintain video surveillance systems and security alarm systems for our premise. Records relating to advertising and marketing as well as the current diagram of our licensed premise shall be kept as hard copy files and computer files.

We plan on using the QuickBooks on-line accounting system for tax purposes. QuickBooks on-line provides automatic data backup on an hourly basis and saves data to several different hard drives to ensure no interruption of service. Hard copy files will also be maintained on quarterly and yearly tax filings.

We plan on using the MJFreeway Software system to facilitate sales from our POS stations. All sales, transactions, and inventory that is required be integrated with the state system shall be done by this system. All records relating to that information will be saved on the MJFreeway cloud based service. Data is saved across multiple servers to ensure no loss of data.

All video surveillance recordings will be automatically backed up in case of primary hard drive failure to ensure over 40 days of recording. All equipment used in video surveillance recordings will be locked in a secure cabinet, inside a locked surveillance room.

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Form MJ-01: Marijuana Establishment Operating Plan

Section 3 – Inventory Tracking of All Marijuana and Marijuana Product

Review the requirements under 3 AAC 306.730, and identify how the proposed establishment will meet the listed requirements.

All licensed marijuana establishments must use a marijuana inventory tracking system capable of sharing information with the system the board implements to ensure all marijuana cultivated and sold in the state, and each marijuana product processed and sold in the state, is identified and tracked from the time the marijuana propagated from seed or cutting, through transfer to another licensed marijuana establishment, or use in manufacturing a product, to a completed sale of marijuana or marijuana product, or disposal of the harvest batch of marijuana or production lot of marijuana product.

Applicants should be able to answer "Yes" to all items below.

Marijuana Tracking and Weighing:	Yes	No
A marijuana inventory tracking system, capable of sharing information with the system the board implements to ensure tracking for the reasons listed above, will be used	■	☐
All marijuana delivered to a marijuana establishment will be weighed on a scale certified in compliance with 3 AAC 306.745	■	☐

Describe the marijuana tracking system that you plan to use and how you will ensure that it is capable of sharing information with the system the board implements:

We plan on using the MJ Freeway system. We have been in contact with their representatives and have been assured that they can and in fact do share information with the METRC system. We have watched their videos on You Tube and have been provided reference from a CPA in the Seattle area who spoke highly of the system. We feel confidant that they are a reputable company that will provide quality service. We are providing a sample label from them that is State compliant. We will be using the elite service plan they offer so that we can take advantage of all the features their company provides.

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Form MJ-01: Marijuana Establishment Operating Plan

Section 4 – Employee Qualification and Training

Review the requirements under 3 AAC 306.700, and identify how the proposed establishment will meet the listed requirements.

A marijuana establishment and each licensee, employee, or agent of the marijuana establishment who sells, cultivates, manufactures, tests, or transports marijuana or a marijuana product, or who checks the identification of a consumer or visitor, shall obtain a marijuana handler permit from the board before being licensed or beginning employment at a marijuana establishment.

Applicants should be able to answer "Yes" to all items below.

Marijuana Hander Permit:	Yes	No
Each licensee, employee, or agent of the marijuana establishment who sells, cultivates, manufactures, tests, or transports marijuana or marijuana product, or who checks the identification of a consumer or visitor, shall obtain a marijuana handler permit from the board before being licensed or beginning employment at the marijuana establishment	■	☐
Each licensee, employee, or agent who is required to have a marijuana handler permit shall keep that person's marijuana handler permit card in that person's immediate possession (or a valid copy on file on the premises of a retail marijuana store, marijuana cultivation facility, or marijuana product manufacturing facility) when on the licensed premises	■	☐
Each licensee, employee, or agent who is required to have a marijuana handler permit shall ensure that that person's marijuana handler permit card is valid and has not expired	■	☐

Describe how your establishment will meet the requirements for employee qualifications and training:

Herbal Outfitters will provide the following training manuals that employee's will understand and sign:
1. Policies and procedures regarding verification of ID, the effects of consumption of marijuana and marijuana products, how to identify a person impaired by consumption of marijuana, how to intervene to prevent unlawful marijuana consumption and what the penalties are for an unlawful act by a licensee, an employee, or any agent of a marijuana establishment.
2. Security and safety procedures including emergency contact phone numbers
3. Policies and procedures regarding the diversion of marijuana and marijuana products
4. Policies and procedures regarding the prevention of loitering
5. Policies and procedures regarding health and safety standards
6. Policies and procedures regarding waste disposal.
7. Policies and procedures regarding transportation of marijuana.
8. Policies and procedures regarding the retention of business records.

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Section 5 – Waste Disposal

Review the requirements under 3 AAC 306.740, and identify how the proposed establishment will meet the listed requirements.

Applicants should be able to answer "Yes" to the statement below.

Marijuana Waste Disposal:	Yes	No
The marijuana establishment shall give the board at least 3 days notice in the marijuana inventory tracking system required under 3 AAC 306.730 before making the waste unusable and disposing of it	■	☐

Describe how you will store, manage, and dispose of any solid or liquid waste, including wastewater generated during marijuana cultivation, production, process, testing, or retail sales, in compliance with applicable federal, state, and local laws and regulations:

As an operator of a marijuana retail store, Herbal Outfitters will generate waste marijuana that has been deemed waste due to an expiration of its shelf life. Waste marijuana will be stored in clearly marked containers until it can be disposed of. Containers with waste marijuana will be stored, locked and secured in a designated area within our facility that is monitored with 24-hour surveillance cameras. The AMCO will be given three days notice before making the waste marijuana unusable and disposing of it. Marijuana waste will be ground with an equal amount of other material making it unusable. Records will be kept indicating the final destination of marijuana that was made unusable.

Describe what material or materials you will mix with the ground marijuana waste to make it unusable:

Herbal Outfitters anticipates that only small amounts of marijuana will be deemed waste. Therefore a food processor as well as food waste that can be obtained personally or from local restaurants will be sufficient to make our marijuana waste unusable.

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Marijuana waste must be rendered unusable for any purpose for which it was grown or produced before it leaves the marijuana establishment. Describe the process or processes that you will use to make the marijuana plant waste unusable:

Once marijuana has been deemed waste by an owner, manager or agent of Herbal Outfitters, and once the AMCO has been given three days notice, waste marijuana will be mixed with an equal amount of food waste in a food processor. It will then be repacked in a cardboard box or trash bag and delivered by an Herbal Outfitter employee to the City of Valdez Bailer building for disposal.
Records will be kept as to the destination and date of delivery for unusable material. Records will be kept for 6 months on premise site and for a total of 3 years.

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Section 6 – Transportation and Delivery of Marijuana and Marijuana Products

Review the requirements under 3 AAC 306.750, and identify how the proposed establishment will meet the listed requirements.

Applicants should be able to answer "Yes" to all items below.

Marijuana Transportation:	Yes	No
The marijuana establishment from which a shipment of marijuana or marijuana product originates will ensure that any individual transporting marijuana shall have a marijuana handler permit required under 3 AAC 306.700	■	☐
The marijuana establishment that originates the transport of any marijuana or marijuana product will use the marijuana inventory tracking system to record the type, amount, and weight of marijuana or marijuana product being transported, the name of the transporter, the time of departure and expected delivery, and the make, model, and license plate number of the transporting vehicle	■	☐
The marijuana establishment that originates the transport of any marijuana or marijuana product will ensure that a complete printed transport manifest on a form prescribed by the board must be kept with the marijuana or marijuana product at all times during transport	■	☐
During transport, any marijuana or marijuana product will be in a sealed package or container in a locked, safe, and secure storage compartment in the vehicle transporting the marijuana or marijuana product, and the sealed package will not be opened during transport	■	☐
Any vehicle transporting marijuana or marijuana product will travel directly from the shipping marijuana establishment to the receiving marijuana establishment, and will not make any unnecessary stops in between except to deliver or pick up marijuana or marijuana product at any other licensed marijuana establishment	■	☐
When the marijuana establishment receives marijuana or marijuana product from another licensed marijuana establishment, the recipient of the shipment will use the marijuana inventory tracking system to report the type, amount, and weight of marijuana or marijuana product received	■	☐
The marijuana establishment will refuse to accept any shipment of marijuana or marijuana product that is not accompanied by the transport manifest	■	☐

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Describe how marijuana or marijuana product will be prepared, packaged, and secured for shipment:

As a retail marijuana store we may only ship to another retail marijuana store. If such a need was to arise we would adhere to the following procedures:
1. Marijuana will be weighed and placed into airtight, food safe, plastic bags and placed into plastic security bins.
2. The marijuana to be shipped will then be entered into the marijuana tracking system that records the type, amount and weight of marijuana or marijuana product to be shipped. The name of the transporter, the time of departure and expected delivery. The make model and license plate number of the transporting vehicle. A complete printed transport manifest on a form prescribed by the board shall accompany the marijuana or marijuana product at all times.
3. The bins will then be taped and labeled to prevent containers from being opened during transportation.
4. The packaged marijuana will then be loaded into a vehicle equipped with a strongbox that is secured with a combination lock.

Describe the type of locked, safe, and secure storage compartments that will be used in any vehicles transporting marijuana or marijuana product:

Herbal Outfitters anticipates the need for travel from it's retail premise in Valdez to cultivation or manufacturing facilities located in Anchorage, Fairbanks or other destinations accessible by road to purchase marijuana and marijuana products in accordance with
AAC 306.750 and return purchased product to it's retail premise in Valdez.
Herbal Outfitters will use a strongbox equipped with combination lock to secure marijuana transports.

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Form MJ-01: Marijuana Establishment Operating Plan

Section 7 – Signage and Advertising

Describe any signs that you intend to post on your establishment with your business name, including quantity and dimensions:

The proposed premise at 165 Fairbanks Drive will have only two signs and comply with AAC 306.360. One sign will be rectangular and approx. 15" tall by 120" long and will just have the words "Herbal Outfitters" in raised letters. It will be placed on the side of the building that faces Fairbanks Drive.
All the windows in our building will be outfitted with an opaque film to obscure view into the building. There will be an opaque window next to the entrance door of our shop. Our name and logo will be prepared as a sticker in that window. The window size has not been determined but the size will be far less than 4800 square inches. The logo is attached.

If you are not applying for a retail marijuana store license, you do not need to complete the rest of Section 7, including Page 17.

Restriction on advertising of marijuana and marijuana products (3 AAC 306.360):

All licensed retail marijuana stores must meet minimum standards for signage and advertising.

Applicants should be able to answer "Agree" to all items below.

No advertisement for marijuana or marijuana product will contain any statement or illustration that:	Agree	Disagree
Is false or misleading	■	☐
Promotes excessive consumption	■	☐
Represents that the use of marijuana has curative or therapeutic effects	■	☐
Depicts a person under the age of 21 consuming marijuana	■	☐
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	■	☐

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No advertisement for marijuana or marijuana product will be placed:	Agree	Disagree
Within one thousand 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	■	☐
On or in a public transit vehicle or public transit shelter	■	☐
On or in a publicly owned or operated property	■	☐
Within 1000 feet of a substance abuse or treatment facility	■	☐
On a campus for post-secondary education	■	☐

Signage and Promotional Materials:	Agree	Disagree
I understand and agree to follow the limitations for signs under 3 AAC 306.360(a)	■	☐
The retail marijuana store will not use giveaway coupons as promotional materials, or conduct promotional activities such as games or competitions to encourage sale of marijuana or marijuana products	■	☐
All advertising for marijuana or any marijuana product will contain the warnings required under 3 AAC 306.360(e)	■	☐

Alcohol and 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

Form MJ-01: Marijuana Establishment Operating Plan

Section 8 – Control Plan for Persons Under the Age of 21

Describe how the marijuana establishment will prevent persons under the age of 21 from gaining access to any portion of the licensed premises and marijuana items:

Herbal Outfitters is committed to keeping marijuana out of the hands of persons under 21 years of age.
1. Our premise offers one ingress point where, next to our entry, a 12 x 12 sign will state "No one under 21 years of age allowed." Upon entry to the lobby, a receptionist who is trained in recognizing appropriate ID will greet all customers and verify ID is valid and customers are 21 years of age or older. Those without valid ID will be asked to leave the property. If ID is presented but determined to be a forgery, the police will be called.

2. The public egress door is located across from, and in plain sight of, the budtender and cashier stations. This egress door will have an "Exit Only" sign posted on the exterior and be equipped with interior panic hardware that does not allow ingress access.
There is no other access available to any restricted access area of Herbal Outfitters. There are only the two doors and there are no windows in our building that have a way of being opened.
3. Doors to the office, surveillance rooms and doors to other interior restricted access areas will remain locked with commercial locks and only accessed by authorized employee's. There is NOT exterior access to any of those restricted areas.

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.

Signature of licensee

Richard C Ballou
Printed name

Subscribed and sworn to before me this 19 day of APRIL, 2016

NOTARY PUBLIC
SHARON BLAKE
STATE OF ALASKA
My Commission Expires July 27, 2017

- 1307259
Notary Public in and for the State of Alaska.

My commission expires: 07/27/2017

ESTD 2016

HERBAL OUTFITTERS

VALDEZ - ALASKA