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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:	Fairbanks Fireweed, LLC	**License Number:**	11092		
License Type:	Standard Marijuana Cultivation Facility				
Doing Business As:	FAIRBANKS FIREWEED, LLC				
Physical Address:	2101 Sheldon Avenue, Unit 2				
City:	Fairbanks	**State:**	AK	**Zip Code:**	99701
Designated Licensee:	Taryn Nishino				
Email Address:	nishinot001@yahoo.com				

Section 2 – Attached Items

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

Attached Items:	FORM MJ-01

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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.

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Section 1 – Establishment Information

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

Licensee:	FAIRBANKS FIREWEED, LLC	**License Number:**	11092		
License Type:	STANDARD MARIJUANA CULTIVATION FACILITY				
Doing Business As:	FAIRBANKS FIREWEED, LLC				
Premises Address:	2101 SHELDON AVENUE, UNIT 2				
City:	FAIRBANKS	**State:**	ALASKA	**ZIP:**	99701

Mailing Address:	855 RIDGEPOINTE DRIVE				
City:	FAIRBANKS	**State:**	ALASKA	**ZIP:**	99709

Primary Contact:	TARYN NISHINO		
Main Phone:	(907) 458-9875	**Cell Phone:**	(808) 479-9875
Email:	nishinot001@yahoo.com		

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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:

ALL EXTERIOR DOORS WILL REMAIN LOCKED DURING BUSINESS HOURS. SIGNS WILL BE POSTED AT EACH ENTRANCE STATING "RESTRICTED ACCESS AREA. VISITORS MUST BE ESCORTED."

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

- VISITORS MUST PROVIDE IDENTIFICATION IN ACCORDANCE WITH 3 AAC 306.350 TO PROVE THAT THEY ARE 21 OR OLDER. A MAXIMUM OF FIVE (5) VISITORS PER LICENSEE, EMPLOYEE OR AGENT OF THE FACILITY.
- VISITORS WILL BE ISSUED A VISITOR'S IDENTIFICATION BADGE AND BE ESCORTED AT ALL TIMES IN THE ESTABLISHMENT.

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

- VISITORS WILL BE REQUIRED TO SIGN IN ON A LOG INDICATING:
  - DATE & TIME OF VISIT
  - NAME
  - ID TYPE & NUMBER
  - TIME IN / TIME OUT
  - ESCORT SIGNATURE

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

NAME

PHOTO

FAIRBANKS FIREWEED, LLC

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Form MJ-01: Marijuana Establishment Operating Plan

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:

- EXTERIOR LIGHTING IS INSTALLED AT ALL BUILDING ENTRANCE AND IS ACTIVATED BY A PHOTO CELL.
- POWER TO THIS LIGHTING IS ON AT ALL TIMES.

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

AN AUDIBLE ALARM SYSTEM IS TO BE INSTALLED BY ACTION SECURITY.

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:

THE ALARM SYSTEM WILL BE OPERATED (ARMED AND DISARMED) BY ENTERING A CODE ON THE KEYPAD. THE ALARM WILL BE ARMED AT ALL TIMES WHEN NO EMPLOYEES OR LICENSEES ARE ON THE PREMISES. THE ALARM WILL BE TRIGGERED BY SENSORS ON ALL EXTERNAL DOORS AND WINDOW.

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Form MJ-01: Marijuana Establishment Operating Plan

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

ONLY LICENSEES AND EMPLOYEES WILL BE ALLOWED TO HANDLE FINISHED PRODUCT. THE INTERIOR OF THE BUILDING HAS VIDEO SURVEILLANCE. ALL PRODUCT AND WASTE WILL BE TRACKED USING THE APPROVED SYSTEM WITH APPROVED SCALES.

4/7/2017 UPDATE:
NO PERSONAL BAGS WILL BE ALLOWED IN RESTRICTED AREAS TO PREVENT DIVERSION OF PRODUCT BY EMPLOYEES. EMPLOYEES ARE ONLY ALLOWED ENTRANCE AND EXIT OF THE RESTRICTED AREAS UNDER THE SUPERVISION OF AN AFFILIATE OR DESIENEE.

Describe your policies and procedures for preventing loitering:

NO LOITERING BY UNAUTHORIZED PERSONS WILL BE ALLOWED. A FULL PERIMETER FENCE WILL BE ERECTED AROUND THE PROPERTY AS SOON AS WEATHER PERMITS.

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:

NO ADDITIONAL SECURITY WILL BE REQUIRED. SECURITY WILL BE PROVIDED BY THE FOLLOWING:

- EXTERNAL LIGHTING
- LOCKED DOORS (COMMERCIAL GRADE LOCKS AND DEADBOLTS)
- SECURITY BARS ON WINDOW
- CONTINUOS VIDEO SURVEILLANCE
- PERIMETER FENCE

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Form MJ-01: Marijuana Establishment Operating Plan

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:

NO AUTOMATIC OR ELECTRONIC NOTIFICATION SYSTEM WILL BE INSTALLED UNLESS REQUIRED BY REGULATIONS.

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	☑	☐

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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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Form MJ-01: Marijuana Establishment Operating Plan

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:

VIDEO CAMERAS ARE SITUATED ON THE PERIMETER OF THE BUILDING AND PROVIDE A CLEAR VIEW OF ALL OF THE ENTRANCES. THE CAMERAS PROVIDE INFRARED IMAGES IN CASE OF EXTERNAL LIGHTING FAILURE.
ADDITIONAL CAMERAS PROVIDE A CLEAR VIEW OF THE INSIDE OF THE FACILITY.
ALL CAMERAS ARE 1080 HP AND ARE MOUNTED AT THE CEILING/ROOFLINE WHERE THEY ARE NOT ACCESIBLE FROM THE GROUND.

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:

VIDEO SURVEILLANCE EQUIPMENT AND RECORDS ARE HOUSED IN A LOCKED OFFICE. THE KEYS FOR THIS OFFICE WILL BE HELD ONLY BY THE LICENSEES. THE ENTRANCE TO THE OFFICE IS ACCESSIBLE ~~only~~ FROM INSIDE OF THE BUILDING AND AN EXTERNAL DOOR AND A WINDOW. ALL EXTERNAL ACCESS POINTS ARE MONITORED BY VIDEO AND THE ALARM SYSTEM.

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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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Form MJ-01: Marijuana Establishment Operating Plan

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 maintaining all required records. Describe how you will prevent records and data, including electronically maintained records, from being lost or destroyed:

RECORDS AND DATA WILL BE MAINTAINED ELECTRONICALLY. ALL HARD COPIES WILL BE SCANNED TO THE HARD DRIVE OF THE COMPANY COMPUTER SITUATED IN THE LOCKED OFFICE. THIS DATA WILL BE MAINTAINED BY BACKING UP TO THE CLOUD IN CASE OF DAMAGE TO THE COMPUTER TO PREVENT LOSS OF DATA.

ALL REQUIRED RECORDS SHALL BE RETAINED FOR A MINIMUM OF THE REQUIRED TIME REQUIRED BY LAW.

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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:

THE TRACKING SYSTEM TO BE USED IS METRC, THE SYSTEM APPROVED IN THE REGULATIONS. NO OTHER POINT OF SALE SOFTWARE IS TO BE USED AT THIS TIME.

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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:

ALL LICENSEES, EMPLOYEES OR AGENTS HANDLING MARIJUANA ARE REQUIRED TO POSSESS A VALID MARIJUANA HANDLER PERMIT. THE CERTIFICATION FOR THE MARIJUANA HANDLER PERMIT WILL FULFILL REQUIRED EMPLOYEE QUALIFICATION AND TRAINING.

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Form MJ-01: Marijuana Establishment Operating Plan

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:

- MARIJUANA WASTE WILL BE STORED ON THE PREMISES IN BARRELS FOR A MINIMUM OF THREE DAYS AS REQUIRED BEFORE MAKING IT UNUSABLE. ALL MARIJUANA WASTE WILL BE DRIED AND SHREDDED AND MADE UNUSABLE BY MIXING IT WITH AN EQUAL AMOUNT OF COMPOSTABLE USED GROWING MEDIA. THIS WASTE WILL THEN BE COMPOSTED AND REUSED AS SOIL BY THE LICENSEES.
- CULTIVATION PRACTICE WILL NOT RESULT IN LIQUID WASTE. ALL FERTILIZER PRODUCTS ARE USED UP IN THE PROCESS.
- LIQUID WASTE FROM RINSING OF EQUIPMENT WILL BE ROUTED TO SEPTIC SYSTEM.

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

USED GROWING MEDIA (PEAT BASED MIX) WILL BE MIXED WITH GROUND MARIJUANA WASTE TO RENDER IT UNUSABLE AND COMPOSTED.

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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:

MARIJUANA WASTE WILL BE DRIED TO REDUCE VOLUME AND WEIGHT AND TO PROVIDE THE THREE DAY HOLDING PERIOD AS REQUIRED BY THE REGULATIONS. AFTER THE WASTE IS DRIED, IT WILL BE FED INTO A GRINDER/SHREDDER AND MIXED WITH AN EQUAL AMOUNT (BY VOLUME) OF USED GROW MEDIA TO MAKE IT UNUSABLE. THIS MIXTURE WILL THEN BE COMPOSTED AND REUSED AS SOIL.

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Form MJ-01: Marijuana Establishment Operating Plan

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:

MARIJUANA AND MARIJUANA PRODUCT WILL BE WEIGHED AND ENTERED INTO METRC PRIOR TO SHIPPING. IT WILL BE PACKAGED IN NON-RECLOSABLE SEALED PACKAGES TO PREPARE FOR TRANSPORTATION.

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

MARIJUANA WILL ONLY BE TRANSPORTED IN A LOCKABLE COOLER IN A VEHICLE OWNED BY THE LICENSEES. NO OTHER PERSONS ARE ALLOWED TO TRANSPORT MARIJUANA AND NO KEYS WILL BE HELD BY ANY OTHER PERSONS.

NO STOPS WILL BE MADE WHILE TRANSPORTING MARIJUANA.

IF TRANSFERRING MARIJUANA FROM THE FACILITY, A TRANSPORT MANIFEST WILL BE PROVIDED AND THE PRESENCE OF A LOCKED STORAGE COMPARTMENT WILL BE VERIFIED.

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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:

NONE.

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)	☐	☐

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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:

- NO UNAUTHORIZED VISITORS
- AS DETAILED IN SECTION 2, ANY AUTHORIZED VISITORS MUST PROVIDE PROOF OF AGE BY PRESENTING A VALID ID BEFORE THEY ARE GRANTED ACCESS
- ALL VISITORS WILL BE RECORDED ON THE VISITORS LOG.

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

TARYN MARIE NISHINO
Printed name

Subscribed and sworn to before me this 8 day of April, 2017.

Notary Public in and for the State of Alaska.

My commission expires: July 2, 2018

KITTY CRAFT NOTARY PUBLIC MY COMMISSION EXPIRES JULY 2, 2018 STATE OF ALASKA

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Form MJ-01: Marijuana Establishment Operating Plan

(Additional Space as Needed):

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