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

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:	7107 Ventures, LLC	**License Number:**	10037		
License Type:	Retail Marijuana Store				
Doing Business As:	ARCTIC HERBERY				
Premises Address:	7107 Arctic Blvd				
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:

Arctic Herbery has policies and procedures in place to prevent the sale of marijuana or marijuana products to individuals who display signs of impairment.

(1) marijuana and/or marijuana products will not be sold, distributed or delivered to any individual who is (a) not physically present on the licensed premises; (b) who appears to be under the influence of an alcoholic beverage, inhalant or controlled substance; (c) is not at least 21 years of age as evidenced by valid, government issued photo identification.

(2) when photo ID's are inspected at the entrance and when customers reach the point of sale counter, employees will watch for the following signs of impairment: (a) slurred speech (b) red/glassy eyes, trouble holding eyes open or focusing (c) poor balance/difficulty walking (d) poor fine motor skills (e) short attention or incoherence

(3) refuse sales to any person believed to be impaired: (a) make contact and encourage a response (b) if the person appears impaired, be brief, but clear that it is unlawful to sell to them and they must exit the premises immediately (c) when refusing service to an impaired person, double up with a team member, preferably a member of management (d) do not hesitate to contact law enforcement for back up when needed

(4) management will observe employees during business hours for compliance with these policies and disciplinary action, including termination, will occur when employees do not follow these policies and procedures

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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:

Once a customer's ID is validated by an Arctic Herbery employee, they are allowed to browse the menu boards, display cases and ask questions regarding available products. All products will be displayed and stored in the designated restricted access area, out of customers reach. Marijuana and marijuana products will be displayed in a glass display case and along the back wall, behind the counter, on shelves. Marijuana products that require refrigeration will be displayed in cold storage behind the counter. At least one employee will be stationed behind the point of sale counter/display counter at all times to answer questions and to prevent customers from attempting to access the restricted area.
All edibles, topicals and concentrates will be pre-packaged and labeled. Marijuana flower will be sold either pre-packaged or "Deli" style. "Deli" style flower will be displayed on shelving behind the point of sale counter in large glass jars with strain labels. Customers will place flower orders at the counter and employees will weigh the flower (behind the counter) using a certified scale and register the purchase in the POS system which integrates with METRC, seal the product into child-resistant, opaque packaging and affix a label.
All marijuana and marijuana products that leave the store with customers will be packaged in sealed, opaque and child resistant packaging.

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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):

A designated Arctic Herbery employee is responsible for inspecting and approving all marijuana and marijuana products that arrive at the retail store for sales to consumers. The inspection and approval includes all packaging, labeling, and testing policies and results. Marijuana products transported from cultivation or manufacturing facilities are inspected by the designated employee for quality, consistency and compliance with the required travel manifest documentation. If approved and accepted, the inventory is entered into METRC with all mandatory information designated by AMCO. Purchase order entry information is stored on the server, and printed and stored as official business records. When marijuana edibles and marijuana concentrates are delivered from a manufacturer, the designated employee will inspect the products for labeling compliance and the travel manifest documentation consistency. Cultivation and Manufacturing labels will be checked for: (1) name and license number of the licensed establishment; (2) production lot or 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 licensed establishment; (2) delivery date; (3) start time and estimated arrival time; (4) strain and batch information; (5) delivery driver name and handler permit verification; and (6) the weight of the products transferred. The employee 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. All marijuana bud and flower sold to a customer shall be packaged for sale in a package not exceeding one (1) ounce. All marijuana product sold to a customer shall be packaged for sale in a package not to exceed seven (7) grams for marijuana concentrate meant for inhalation. The packages will meet all labeling requirements of the state and the municipality.

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

*Bryant does not use his logo on his packaging or labels at this time, but may add it in the future - see logo below

Arctic Herbery
ALASKA'S ORIGINAL HERBERY

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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):

Arctic Herbery has implemented policies and procedures for preventing the sale of marijuana and/or marijuana products to individuals under the age of 21 and for ensuring the ID of each and every customer is inspected and is valid.
(1) all customers are greeted by an employee at the entrance and asked to produce photo ID
(2) the employee (who has obtained an AMCO issued marijuana handler permit) inspects each ID to ensure it is unaltered, not expired, that it is government issued, that the birthdate proves the person is at least 21 years of age and that the photo matches the individual
(3) the employee will require customers to remove ID's from wallets and covers and will take physical control of the ID in order to properly inspect it for compliance
(4) any individual that refuses to comply with these policies are does not produce a valid photo ID will not be allowed entrance and will be told to exit the premises immediately or law enforcement will be called
(5) the management team will frequently observe employees to ensure compliance with these policies and procedures and disciplinary action, including termination, will be taken

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

CHRISTINA THIBODEAUX
Notary Public
State of Alaska
My Commission Expires Mar 31, 2021

Bryant Thorp
Printed name

Subscribed and sworn to before me this 11th day of December, 2017.

Christina Thibodeaux
Notary Public in and for the State of Alaska.

My commission expires: March 31, 2021

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(Additional Space as Needed):

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