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

December 7, 2017

TLG Garden, LLC
DBA: TLG Garden, LLC
Via email: alaskanartist@mtaonline.net

Re: Limited Marijuana Cultivation Facility License #13344

Dear applicant,

The AMCO Office is reviewing the documents submitted for the proposed marijuana establishment license referenced above. The following items need to be corrected and/or resubmitted**.**

- **Online Application**
  - Per our phone conversation, it was determined that Cheryl Johnson needs to be removed from the online application. I have rolled the application back to "New" status, and you should now be able to go back into your MyAlaska and remove her. Once you have removed her name and information submit the online application again, a new Public Notice will be generated which you will need for part of your corrections.

- **MJ-00 Application Certifications**
  - Terry- fill out a new MJ-00, there is a new version of it on our website. The new MJ-00 needs to have the correct license number on page 1. On the same page, section 3, this is asking about a marijuana establishment license. The license that you list in this box is not a marijuana license number, furthermore, you need to list the type of license if you intend to own more marijuana establishments. ALSO, please make sure you read all the certifications because there is one that should not apply to you.
  - Gerard- please submit form MJ-00, you did not submit it. Please make sure all the information is correct and you read the certifications before initialing because there is one that should not apply to you.

- **MJ-01 Operating Plan (re-do and submit for review):**
  - MJ-01 will have to be re-done completely, it needs some improvement. Please re-review the statutes and regulations. Your policies and procedures regarding each question must clearly reflect you have a thorough understanding of the statutes and regulations in general and specifically pertaining to the type of license you are applying for.
  - Note: make sure you have the correct license number on page 1 in your new MJ-01.
  - The following are examples, but not limited to, to keep in mind when re-doing your MJ-01:
    - Page 2, second box, and page 3 first box: just FYI-visitors do not have to have a marijuana handler's card. What information will the visitor log on the log book? What is the ratio of licensee/employee/agent to visitor? *"Records will be retained*

as required in AS 306"? What does that mean? What about a visitor's badge? Your processes must show your thorough understanding.

- Page 4, second box: how are your exterior doors and windows going to be activated the licensed premises is closed for business?
- Page 5, first box: the answer to this box must include how your establishment will prevent diversion of marijuana by employees.
- Page 9: the regulation requires that you maintain the last six months of your business records on the licensed premises, so, by you stating that records will be transferred to a fireproof safe every 30 days. Will this be within the licensed premises? Are you going to back up the records electronically at all? List examples of the required records you will be required to keep and maintain.
- Page 11: Will you be providing in-house training to employees?
- Page 12 and 13: re-read 3 AAC 306.740. What else can you say about your waste disposal procedures? You don't mention the ratio of marijuana waste to compostable/non-compostable material. ALSO, the 3-day notice to AMCO must be given **before** the marijuana waste is rendered unusable.
- Page 15, first box: re-read 3 AAC 306.470, 3 AAC 306.475, and 3 AAC 306.750 and thoroughly describe in this box how you will comply with those regulations. ALSO, please provide a copy of a sample label that you will use to comply with those regulations, AND a copy of the logo you will use if you are going to have one.

- **MJ-02 Premises Diagram**
  - Please provide a site plan or aerial view map that clearly shows the proposed facility, and what surrounds that facility and the property (e.i. surrounding buildings, business, etc.). Label the diagram.
  - The facility diagram must clearly show the following:
    - Licensed premises and restricted access areas, color code it, and use labels. Usually, for a cultivation facility the licensed premises and restricted access area is the same outline so one color can be used for both labels.
    - Label entrance(s), exit(s).
    - Include the dimensions of the rooms.
    - Show and label storage area(s).
    - Show and label the drying and curing closet you mention on MJ-04.
    - Label the orange rectangles, and the green one.
    - What is there in the huge blank space of the diagram?
    - Please make sure that your labels are legible.

- **MJ-04 Cultivation Supplemental**
  - Please correct the license number on page. We need the marijuana license number.
  - Page 3, second box: what type chemicals, gases, and delivery systems, including carbon dioxide management will you use? Re-do this box addressing the entire question.
  - Page 4, first box: this box must be congruent with page 12 and 13 of your MJ-01.

- **MJ-07 Public Notice Posting Affidavit**
  - You need to post the updated Public Notice mentioned above, under Online Application, at the location of the proposed premises, and another conspicuous location.

- I will need a new MJ-07 filled out, and signed in front of a notary. Make sure the license number is correct on this application.

- **MJ-08 Local Government Notice Affidavit**
  - Please re-notify the local government and the community council by providing to them the updated Public Notice mentioned above, under Online Application.
  - I will need a new MJ-08 filled out, and singed in front of a notary. Make sure the license number is correct on this application.

- **MJ-09 Statement of Financial Interest**
  - These forms need the marijuana license number on the first page. The number you have on them is not it. Please, each of you correct your own, initial and send back.
- **Publisher's Affidavit**
  - The affidavit of publication you submitted for this application is for license #13133. Did you run the newspaper ad for license #13344-TLG Garden, LLC? If you did please submit the affidavit of publication, if you did not, you need to run a newspaper ad to comply with 3 AAC 306.025(b)(2). The newspaper needs to run once a week for three consecutive weeks in a newspaper of general circulation in the area with the information provided in the Advertisement Notice which reads: *TLG Garden LLC is applying under 3 AAC 306.400(a)(2) for a new Limited Marijuana Cultivation Facility license, license #13344, doing business as TLG GARDEN LLC, located at 9193 W Margin Way, Wasilla, AK, 99623-4194, UNITED STATES. Interested persons should submit written comment or objection to their local government, the applicant, and to the Alcohol & Marijuana Control Office at 550 W 7th Ave, Suite 1600, Anchorage, AK 99501 or to marijuana.licensing@alaska.gov not later than 30 days after this notice of application.* I will need the affidavit of publication along with a copy of the ad.

- **Proof of Possession for Proposed Premises**
  - Property document submitted as proof of possession is inadequate. TLG Garden, LLC must have right to possession to the proposed premises. If you are going to submit a lease, it must be a legally binding lease and must include:
    - An acknowledgment from the landlord/lessor that the premises will be used a marijuana establishment; and,
    - A clause that the landlord/lessor will not remove from the premises or take possession of marijuana, and AMCO enforcement will be contacted (usually under the "Default" section).

- **Entity Documents**
  - Please provide TLG Garden, LLC's Operating Agreement.

- **Applicant's Residency**
  - I was unable to verify Alaska residency for Gerard Johnson. Gerard, please fill out the attached MJ-18 and submit to me with any supporting documentation as soon as possible. The MJ-18 will be forwarded to our investigator for residency verification.

- **Miscellaneous**

- Since license #13133, Limited Marijuana Cultivation Facility, at the same location was not pursued it will be voided. Will you please confirm that you have read this and you are okay with me voiding it?

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.

Respectfully,

Jane Sawyer, Occupational Licensing Examiner
For,
Erika McConnell, Director
marijuana.licensing@alaska.gov