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:	Matanuska Cannabis Company, LLC.	**License Number:**	14200		
License Type:	Retail Marijuana Store				
Doing Business As:	Matanuska Cannabis Company, LLC.				
Premises Address:	3350 S. Old Glenn Highway				
City:	Palmer	**State:**	ALASKA	**ZIP:**	99645

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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 staff members will be privately trained annually and prior to hire in preventing purchases by intoxicated persons under the influence of alcoholic beverages, inhalants, controlled substances as well as spice and other designer drugs. In addition, all employees will have completed the state required marijuana handlers course, passed the written examination in order to receive their current handler's permit (renewals as required).

Employeeswill look for signs of impairment to include but not limited to:

-watery eyes ,
-slurred speech,
-blood shot or red eyes,
-glassy eyes which may have trouble staying open,
-recognizable nystagmus either horizontally or vertically, of the eyes
-their gait,
-coordination,
-dilated pupils,
-anxiety,
-paranoia,
-sleepiness,
-hallucinations
This list is not exhaustive but indicative of of what will be watched for as we strive for 100% compliance with all state and local regulations. Should there be any doubts or questions, the potential customer will be asked to leave the premises and a sales will NOT occur. No exceptions.

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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):

Persons desiring to consume on premises will be escorted in to the consumption area. It will be explained to these patrons prior to entry that "only" items purchased through our store can be consumed on premises. If any other marijuana products are found being used by patrons not from our store, they will be asked to leave. The consumption area will be monitored to ensure that only "our," products are being consumed. All persons will further be asked prior to entering the consumption area to remove any other marijuana products from their person not purchased form this store and to lawfully store them within their vehicle as allowed by law. They may then and only then enter the consumption area.

Section 4 – Displays and Sales

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

After clearing ID check for over 21 years of age, customers will approach one of several windows to place their order. Marijuana and marijuana products will be displayed in wall-mounted and/or floor mounted glass display cases. The locked display cases will provide visual access for customers and security for the merchandise. All inventory will be stored in a locked and secure area. Under the supervision of an employee, samples will be removed from a locked secure location, to allow customers to see and smell the marijuana and marijuana products. These samples will be contained in glass/plastic jars with mesh screens so customers can see and smell the marijuana before purchasing. As edible products become available, commercial grade locked refrigerators an/or freezers will display the marijuana edible products which may require refrigeration. Other edible products will be displayed in the locked secure display cases. Additional displays will display cannabis-related accessory products, such as pipes, grinders, apparel and other merchandise. There will be a checkout counter where each product will be rung up on the registers at one of several windows where orders and sales will be handled. Loose products will be weighed on a State of Alaska certified scale,placed in approved packaging, sealed and then rung up for purchase. Each customer's selected merchandise will be then placed in a child-resistant opaque in color child resistant exit-package prior to the customer leaving the store. All labels will be affixed as well and double checked before the customer leaves the store with his/her product(s). All marijuana that is stocked for sale, stored or dispensed for sale will be behind the restricted access areas.

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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):

All employees of Matanuska Cannabis Company, LLC, will have a valid and current marijuana handler's cards. Employee(s) will ensure all marijuana coming in to the facility is immediately scanned in to the METRC system, if accepted, as required along with the checking of all required documentation/manifests and proper labeling from the licensed cultivator and/or source. Marijuana not meeting proper labeling or shipping requirements upon delivery will be refused and not accepted. The same will apply as to marijuana and related products leaving our facility on both a wholesale and retail customer level.
Once an order is placed by a customer in our retail facility, the employee(s) filling the order within the restricted area, will ensure all proper labeling is affixed at this time to the package once the order is filled. The marijuana will then be forwarded to the point of sale, where it will again be checked for proper labeling as required. Our tracking and point of sale system (Green Bits or similar system) further ensures all products that leave the licensed premises are accurately and properly labeled so as to eliminate as much room for human error as possible. Furthermore, the final sales employee will once again make certain the product is packaged correctly and labels affixed upon the package as required. Labels will be printed on site and no product will leave the premises without having gone through three levels of checks to ensure proper packaging and labeling. All packaging and labeling will be done in accordance with State and local laws as required.

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

Retailer: Matanuska Cannabis Company, LLC, State License Number: 14200
___% Total amount of THC
"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 the consumption of marijuana,"
"For use only by adults twenty-one and older."
"Keep out of reach of children," and
"Marijuana should not be used by women who are pregnant or breast feeding."

Net Wt. ____ g.
Packaging supplied by : _____

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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 employees will be trained in the recognition of valid and acceptable forms of identification per SOA regulations governing acceptable forms of identification. See 3AAC 306.350(a) &(b). Employees will take the following steps to ensure valid identification has been produced prior to any entry in to the retail sore as follows:
-Make certain ID has not expired and person is over 21 years of age;
-Request ID be removed from wallet or purse or anything with a cover over it;
-Take physical control of the ID;
-Only accept the following types of ID's: An unexpired, unaltered passport, an unexpired, unaltered driver's license, instruction permit, or identification card of any state or territory of the United States, the District of Columbia, or a province of Canada, an identification card issued by a federal or state gency authorized to issue a drivers licenses or identification cards;
-Do not accept college ID's, school ID's, birth certificates, or social security cards or otherwise ;
-Employees will check the front and back of the ID for poor photocopy;
-State issued Id's many times contain watermarks, holographs or other symbols that are difficult to counterfeit indicating their validity i.e Alaska drivers license:
-Look for wording not issued by a branch of government for that particular ID being offered;
-Check for thickness, unevenly cut comers, bumbs upon the surfaces of the ID, pictures that appear replaced by hand or otherwise within the ID;
-Check for color bleed;
-Check for crisp and clear images:
-Check to ensure the physical descriptors match the person attempting to gain enty on to the licensed premises;
-Check for and pay attention to the date of birth for alterations and to confirm the person is over 21 years of age;
-Il\,1ien in doubt ask the person to leave the premises and refuse service without valid and acceptable ID.

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

Chad Ragsdale
Printed name

Subscribed and sworn to before me this 5th day of October, 2017.

LANCE C. WELLS NOTARY PUBLIC STATE OF ALASKA

Notary Public in and for the State of Alaska.

My commission expires: 6/8/19

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(Additional Space as Needed):

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