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

January 30, 2018

Frog Mountain, LLC
DBA: Frog Mountain, LLC
Via email: frogmountainco2@gmail.com

Re: Marijuana Concentrate Manufacturing Facility license #14020

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**.** Please be sure to read the entire letter.

- **MJ-00 Application Certifications**
  - Page 1, section 1, the context of "Licensee" is the name of the LLC applying for the marijuana establishment license, in this case Frog Mountain, LLC. Please correct.
  - Page 3: there is one box that applies to you in this page. Please initial the correct box.

- **MJ-01 Operating Plan**
  - Page 1, section 1, the context of "Licensee" is the name of the LLC applying for the marijuana establishment license, in this case Frog Mountain, LLC. Please correct.
  - Page 3, first box: re-review 3 AAC 306.755 and explain in this box what information you will be logging of the visitor entering restricted access areas. ALSO, in this same regulation, it talks about retention of records. Please clarify what you mean by "no less than one year".
  - Page 4, second box: expand upon your answer to this box and explain who will be contacted in case of breach, and the steps of that person to take.
  - Page 4, third box: you are required to have your alarm system activated on all exterior windows. Will you have exterior windows, and how will you comply?. Expand upon your answer to this box.
  - Page 5, first box: expand upon your answer and describe how you will prevent diversion of marijuana or marijuana products by employees.
  - Page 5, second box: other than posting signs and hoping that it is deterrent to loiterers. What other measures will you have in place to prevent loitering? Expand upon your answer.
  - Page 6: you talk about actions taken by employees when the establishment is open for business, what about when it is not open for business? Who will be notified of a breach, and what actions is that person going to take?
  - Page 9: again, make you re-review 3 AAC 306.755 and explain in this box how you will comply.

- Page 11: other than making sure the employee acquires marijuana handler permit, will you have any in-house training? Expand upon your answer in this box.
- Page 12, first box: because Metrc does not have the capability of flagging waste to notify enforcement. The 3-day notice must be given by email to AMCO enforcement, please notate you understand that in this box.

- **MJ-02 Premises Diagram**
  - On the aerial view diagram, clearly show/label the proposed licensed premises.
  - On the diagram that shows the interior layout, show the following (the diagram is not bad, it just needs tiny work):
    - Describe the type of structure
    - Remove the cameras (we don't require them anymore)
    - Clearly outline and color code the licensed premises and restricted access areas. Keep in mind that anywhere where marijuana or marijuana product may be present at any time on the licensed premises, it must be a restricted access area.
    - Show the office you mention on your operating plan
    - Label entrance(s), and exit(s)
    - Show surveillance room/area

- **MJ-05 Manufacturing Supplemental**
  - Page 1, section 1, the context of "Licensee" is the name of the LLC applying for the marijuana establishment license, in this case Frog Mountain, LLC. Please correct. ALSO, the doing-business-as name is not Frog Mountain Corporation, please correct.
  - On page 6: please explain thoroughly what your process for disposal of expired or outdated marijuana or marijuana product will be.
  - On the label you submitted for the Vape Cartridge: you have two license numbers. In this label, the license number should be the license number assigned to this application, which is 14020.
  - Can you submit a color picture of what the liquid will look like not in the cartridge.
  - Are you only producing one concentrate?

- **MJ-07 Public Notice Posting Affidavit**
  - Page 1, section 1, the context of "Licensee" is the name of the LLC applying for the marijuana establishment license, in this case Frog Mountain, LLC. Please correct.
  - Now, on the submitted MJ-07, you did not indicate the other conspicuous location at which you posted the Public Notice. If you did not post the Public Notice at another conspicuous location, in addition to the location of the proposed premises, then you need to do so and you will need to complete a new MJ-07 for that. If you just forgot to list the other location, simply correct the submitted MJ-07.

- **MJ-08 Local Government Notice Affidavit**
  - Page 1, section 1, the context of "Licensee" is the name of the LLC applying for the marijuana establishment license, in this case Frog Mountain, LLC. Please correct.

- **MJ-09 Statement of Financial Interest**

- Page 1, section 1, the context of "Licensee" is the name of the LLC applying for the marijuana establishment license, in this case Frog Mountain, LLC. Please correct.

- **Publisher's Affidavit**

  - The wording on newspaper ad published back in July and August is not quite accurate. The newspaper states that "Harold Haynes is applying…." When it should be "Frog Mountain, LLC is applying…." Please run a one-time ad that shows the following wording (will need the Publisher's Affidavit and copy of the ad after the publishing):

    Frog Mountain LLC is applying under 3 AAC 306.500(a)(2) for a new Marijuana Concentrate Manufacturing
    Facility license, license #14020, doing business as FROG MOUNTAIN LLC, located at 9779 Totem Bight
    Rd., Ketchikan, AK, 99901, UNITED STATES.
    Interested persons may object to the application by submitting a written statement of reasons for the objection
    to their local government, the applicant, and the Alcohol & Marijuana Control Office (AMCO) not later than
    30 days after the director has determined the application to be complete and has given written notice to the
    local government. Once an application is determined to be complete, the objection deadline and a copy of the
    application will be posted on AMCO's website at
    https://www.commerce.alaska.gov/web/amco. Objections
    should be sent to AMCO at marijuana.licensing@alaska.gov or to 550 W 7th Ave, Suite 1600, Anchorage, AK
    99501.

- **Proof of Possession for Proposed Premises**
  - The tenant on the lease is Harold C Haynes as an individual, we need a legally binding lease where Frog Mountain, LLC is the tenant as Frog Mountain, LLC is the one applying for the marijuana establishment license. The legally binding lease must include the following:
    - An acknowledgment from the landlord/lessor that the premises will be used for a marijuana establishment, and
    - Landlord/lessor will not remove from the premises or take possession of marijuana or marijuana products, and AMCO enforcement will be contacted.

- **Entity Documents**
  - Please submit Frog Mountain, LLC's Operating Agreement.
  - File your biennial report with Division of Corporations https://www.commerce.alaska.gov/cbp/main/Search/EntityDetail/10035768

- **Miscellaneous**
  - Are you still planning on pursuing marijuana establishment applications with license numbers 14078 & 14079? Nothing has been submitted for either one, and we need to void them.

- **Applicant's Residency**
  - Harold, will you be applying for the Permanent Fund Dividend this year? If so, is it possible that you can do it right away, then let me know. If you are not applying then let me know so I can send you form MJ-18.

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