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

March 29, 2018

Smoking Joe's Terps Co.
DBA: Smoking Joe's Terps Co.
Via email: smokingjoesterps@gmail.com

Re: Limited Marijuana Cultivation Facility #14579

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.

- **Online Application**
  - According to the Entity Documents submitted, Bert Nelson is an Entity Official. Additionally, there was no suite # included in the Online Application. I have rolled the application back to "New" status so the suite # can be added, Bert Nelson can be added as an Entity Official, and the Affiliates can be removed. An updated Public Notice and Advertisement Template will generate which you will need as part of your corrections outlined below.

- **MJ-00 Application Certifications**
  - Please submit Form MJ-00 for Bert Nelson.
  - Page 1: on both forms: the "Licensee" portion under Section 1 should say- Smoking Joe's Terps Co. since that's what your online application states. Please correct.
  - Page 1, on both forms: please include the suite # in the premises address.

- **MJ-01 Operating Plan**
  - Page 1: the "Licensee" portion under Section 1 should say- Smoking Joe's Terps Co. since that's what your online application states. Please correct.
  - Page 1: please include the suite # in the premises address.
  - Page 3, second box: an agent falls under the same category as a licensee and an employee, not a visitor. Please adjust accordingly.
  - Page 7, second box: in this box you state that the surveillance recording equipment and video surveillance records will be housed in a locked and secure area or in a lock box, cabinet, closet, or other secure area (is the lock box, cabinet, or other secure area you are referring to within the proposed licensed premises?). THEN, just below that answer, the statement of "Surveillance room or area is clearly defined on the premises diagram" is checked "yes". However, the surveillance room is not clearly defined on the premises diagram. Please clarify in the box where your surveillance equipment will be located, and if applicable, show it clearly on the diagram.

- Page 11: other than making sure employees are trained on the Metric system and possess a marijuana handler permit, are you going to provide in-house training? Please add to your answer and explain in the box.
- Page 15, first box: please re-review 3 AAC 306.470 & 3 AAC 306.475 and expand upon your answer to this box describing how you will meet those regulations.
- Attachment: I have removed the attachments (Camera Layout and Security Protocol) to this form and put into a confidential file because the applications are posted on our website.

- **MJ-02 Premises Diagram**
  - Please provide a google-like, zoomed in, aerial view diagram/map of the building in which this cultivation premises will be. In that aerial view, you need to clearly show the building and what surrounds that building (what business, other buildings, streets, etc.), please label it.
  - The diagram you submitted of the proposed cultivation facility needs some work, please show the following (more questions may come up once we receive a new diagram from you):
    - On the second floor diagram, it says, "Open Ceiling". Please provide clarification about the open ceilings, more specifically the open ceiling in the restricted access zone. Pictures of the facility might help with this clarification.
    - On the second floor diagram, please label the orange/light brown shaded areas.
    - Page 1: the "Licensee" portion under Section 1 should say- Smoking Joe's Terps Co. since that's what your online application states. Please correct.
    - The table legend on the diagram is blurry and too difficult to read. For example, some of the 8s look like 3s, etc. Please provide a clearer/enlarged legend.
    - Remove the cameras and field of view from all of the submitted diagrams.
    - Clearly label the surveillance area/room/rack.
    - Please label all entrances/exits within the facility.
    - Outline the entire perimeter of the proposed <u>licensed premises</u> and restricted access area (use separate colors and labels).
    - Please review the square footage for Tables 13-15. While reviewing/converting the calculations, I come up with different square footage amounts. For example, with the information provided, I calculate- Table 13 to be 8.167 sq. ft., Table 14 to be 14.73 sq. ft., and Table 15 to be 14.73 sq. ft. This calculation would change the total square feet of cultivation to be 499.63 sq. ft. Please review and correct accordingly.
    - Please include, Suite A, in the address on the diagram.
    - Please label the cloning room.

- **MJ-04 Cultivation Supplemental**
  - Page 1 was not attached to this form. Please include page 1 when you submit your corrections. Make sure to use the correct licensee and include the suite # in the premises address.
  - Page 2: please review the square footage for Tables 13-15. While reviewing/converting the calculations, I come up with different square footage amounts. For example, with the information provided, I calculate- Table 13 to be 8.167 sq. ft., Table 14 to be 14.73 sq. ft.,

and Table 15 to be 14.73 sq. ft. This calculation would change the total square feet of cultivation to be 499.63 sq. ft. Please review and correct accordingly.
  - Page 3, second box: please describe the marijuana cultivation facility's delivery systems to be used.
  - Page 6: please provide a sample of the label(s) (including logo(s) if you will have one) of how you will comply with the labeling and packaging under 3 AAC 306.470 & 3 AAC 306.475.

- **MJ-07 Public Notice Posting Affidavit**
  - Section 1: the "Licensee" portion under Section 1 should say- Smoking Joe's Terps Co. since that's what your online application states. Please correct.
  - Section 1: please include the suite # in the premises address.
  - Once you have updated your online application as mentioned above, under Online Application, you will need to post the updated Public Notice at both, the location of the proposed premises and another conspicuous location (the post office is fine, but please specify which post office you are referring to) for five days.
  - I will need a new MJ-07 completed and signed in front of a notary.

- **MJ-08 Local Government Notice Affidavit**
  - Section 1: the "Licensee" portion under Section 1 should say- Smoking Joe's Terps Co. since that's what your online application states. Please correct.
  - Section 1: please include the suite # in the premises address.
  - Once you have updated your online application as mentioned above, under Online Application, you will need to re-notify the local government by submitting to them the updated Public Notice.
  - I will need a new MJ-08 completed and signed in front of a notary.

- **MJ-09 Statement of Financial Interest**
  - Page 1, on both forms: the "Licensee" portion under Section 1 should say- Smoking Joe's Terps Co. since that's what your online application states. Please correct.
  - Page 1, on both forms: please include the suite # in the premises address.

- **Publisher's Affidavit**
  - You will need to do a one-time correction advertisement. Take the updated Advertisement Notice to a newspaper of regular circulation and advertise a one-time correction ad. Then, please submit a new Publisher's Affidavit with a copy of the newspaper clipping.

- **Entity Documents**
  - Please submit the corporation's bylaws.

- **Applicant's Residency**
  - Jacob, please follow up on the status of your PFD with the Permanent Fund Dividend Division, and then update us with the resolution.

It is very important that you submit the above corrections and/or documents as soon as possible. AMCO staff needs adequate time to review the documents and determine if additional corrections and/or

documents are necessary to complete your application. If you fail to complete this application within 90 days of the date of this notice, you must file a new application and pay a new fee, per 3 AAC 306.025(f).

Respectfully,

Jacqlene Drulis, Occupational Licensing Examiner
For,
Erika McConnell, Director
marijuana.licensing@alaska.gov