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

May 9, 2018

Baked Alaska LLC
DBA: Baked Alaska LLC
Via email: bagelsandbrew@outlook.com

Re: Marijuana Product Manufacturing Facility #15800

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-01 Operating Plan**
  - Page 4, second box: I see that there is a + symbol at the lower right-hand corner of this box. Is there more information that we cannot see? If so, please use the space provided by reducing the font size (but large enough font that it is legible), then, if necessary, continue on another page that is clearly titled; and, remove the + symbol.
  - Page 5, first box:
    - I see that there is a + symbol at the lower right-hand corner of this box. Is there more information that we cannot see? If so, please use the space provided by reducing the font size (but large enough font that it is legible), then, if necessary, continue on another page that is clearly titled; and, remove the + symbol.
    - Additionally, please include in your answer your policies and procedures for preventing diversion of marijuana or marijuana product by employees.
  - Page 7, first box: I see that there is a + symbol at the lower right-hand corner of this box. Is there more information that we cannot see? If so, please use the space provided by reducing the font size (but large enough font that it is legible), then, if necessary, continue on another page that is clearly titled; and, remove the + symbol.
  - Page 11: I see that there is a + symbol at the lower right-hand corner of this box. Is there more information that we cannot see? If so, please use the space provided by reducing the font size (but large enough font that it is legible), then, if necessary, continue on another page that is clearly titled; and, remove the + symbol.
  - Page 12, first box:
    - I see that there is a + symbol at the lower right-hand corner of this box. Is there more information that we cannot see? If so, please use the space provided by reducing the font size (but large enough font that it is legible), then, if necessary, continue on another page that is clearly titled; and, remove the + symbol.
    - Additionally, the board must be given notice <u>via email to Enforcement and METRC</u> not later than three days <u>before rendering the waste unusable</u>, not just prior to disposal. Please correct accordingly.

- Page 15, first box: I see that there is a + symbol at the lower right-hand corner of this box. Is there more information that we cannot see? If so, please use the space provided by reducing the font size (but large enough font that it is legible), then, if necessary, continue on another page that is clearly titled; and, remove the + symbol.

- **MJ-02 Premises Diagram**
  - There have been three MJ-02s submitted with this application. I have attached the most recent submission of form MJ-02 to the incomplete application email. Just to be clear, is this your final submission of form MJ-02 to be reviewed? I want to make sure that I am using the most current form for the review process.
    - Additionally, I see there are labels on the diagrams for Diagram 1, 3, and 4; I do not see a diagram 2. Is this accurate?
  - The diagrams you submitted of the proposed marijuana product manufacturing facility need some work, please show the following (more questions may come up once we receive the new diagrams from you):
    - Submit an enlarged diagram of the entire proposed licensed premises, so that we are able to see the layout of the entire licensed premises more clearly.
    - Since your MJ-05 states that you will be performing in-house testing, please show the area used for in-house testing.
    - Outline the entire perimeter of the proposed licensed premises and restricted access area (use separate colors and labels).
      - Note- the bathroom can be a part of the licensed premises, but it should not be a part of the restricted access area because restricted access areas need cameras, and bathrooms should not have cameras.

- **MJ-05 Manufacturing Supplemental**
  - **Products:**
    - **Chocolate Chip Cookie**
    - **Snickerdoodle Cookie**
    - **Peanut Butter Cookie**
    - **Ginger Snap Cookie**
    - **Vegan Oatmeal Cookie**
    - **Chocolate Peanut Butter Cup**
    - **Salted Caramel Chews**
    - **Rosemary & Sea Salt Crackers**

  - **For the products listed above, please make the following corrections:**
    - In Section 5, in the "Packaging Description" field, please provide samples of the packaging to be used.
    - For the front label example, please include the individual serving size.
    - For the back label example, in the ingredients portion, please specify which cannabis extract will be used.
    - For the back label example, the warning statements must be verbatim. Please correct the statement of, "Keep out of reach of children" to say, "Keep out of the reach of children."

- **Please refer to the products below for specific corrections needed:**

  - **Classic Brownie**
    - In Section 5, in the "Packaging Description" field, please provide samples of the packaging to be used.
    - For the front label example, because this product is not a cookie, please correct "thc infused-*cookies*" accordingly.
    - For the front label example, please include the individual serving size.
    - For the back label example, in the ingredients portion, please specify which cannabis extract will be used.
    - For the back label example, the warning statements must be verbatim. Please correct the statement of, "Keep out of reach of children" to say, "Keep out of the reach of children."

  - **Fruit Chews**
    - In Section 5, in the "Packaging Description" field, please provide samples of the packaging to be used.
    - For the front label example, please include the individual serving size.
    - For the back label example, the warning statements must be verbatim. Please correct the statement of, "Keep out of reach of children" to say, "Keep out of the reach of children."

  - **Healing Body Balm**
    - In Section 7, in the "Packaging Description" field, please provide samples of the packaging to be used, such as the round aluminum tin.
    - For the front label example, please correct the statement of, "Keep out of reach of children" to say, "Keep out of the reach of children."
    - For the back label example, the warning statements must be verbatim. Please correct the statement of, "Keep out of reach of children" to say, "Keep out of the reach of children."

- **MJ-08 Local Government Notice Affidavit**
  - Your online application states that your proposed establishment is within the City of Fairbanks. Please notify the City of Fairbanks and submit another MJ-08 certifying that you have notified them.

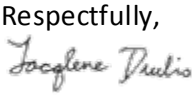
- **Proof of Possession for Proposed Premises**
  - What you provided as proof of possession is inadequate. I will need proof of right to possession for the LLC.
  - If you are going to provide a commercial lease, the lease must be a legally binding lease and it should include the following:
    - The unit #.
    - An acknowledgment from the landlord/lessor that the premises will be used as a marijuana establishment, and

- A disclaimer that the landlord/lessor may not take possession or remove marijuana from the premises and AMCO will be contacted (this is usually under the "Default" section).

- **Entity Documents**
  - Please submit the Operating Agreement for Baked Alaska LLC.

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
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