CORRESPONDENCE

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

November 5, 2018

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

Re: Standard Marijuana Cultivation Facility License #16511

Dear applicant,

The AMCO Office has reviewed the documents submitted for the proposed marijuana establishment license referenced above. This letter is notice under 3 ACC 306.025(e)(2) that your application is incomplete and additional items are needed to complete the application. The additional items that need correction or resubmittal are listed below—please be sure to read the entire letter. **Please note that if the corrections and/or additional documents submitted in response to this letter are not found to be complete, your application will be returned to you in accordance with 3 AAC 306.025(e)(1), and you will need to file a new application and pay a new fee should you wish to continue pursuing licensure.**

- **MJ-00 Application Certifications**
  - Jacob, you only submitted page 1 of a three-page application. Please resend your complete MJ-00.

- **MJ-01 Operating Plan**
  - Page 4, 3.5: please add to your answer in this box and describe how you will comply with 3 AAC 306.715(e), please read it, it is a fairly new subsection of the regulation.

- **MJ-02 Premises Diagram (your diagrams are not bad, just tiny work)**
  - Number all diagrams according to the guide on form MJ-02 so it is easier to cross reference.
  - The red outline that is labeled restricted access area on first floor plan, and second floor plan should also be labeled as licensed premises, so since your entire building (from my understanding anyway) is restricted access area, the red outline should be titled "Licensed premises and restricted access area", BUT you should know the difference between the two terms. NOW, the bathroom should only be licensed premises, so grab a different color, outline/shade the bathroom, and label that outline/shade licensed but not restricted access area.
  - The other question I have is regarding the Entrance/Exit on the first floor plan, and the second floor plan. Can you please look at them, do you actually have an entrance/exit on each floor on different sides of the building? Please call me if I do not make sense and you need clarification.

- **MJ-04 Cultivation Supplemental**
  - Page 3: there is a new version of MJ-04 on our website because we added a section for pesticides. I am not requesting for you to fill out the entire application, but you do need to take page 3 of this new form and basically transfer the information from you old one to this new page. The new section is 4.6 which needs to be filled out with the requested information, and of course, you can attach separate pages as continuation. Here is the link to the form: https://www.commerce.alaska.gov/web/Portals/9/pub/MCB/MarijuanaApplication/MJ-04.pdf .
  - Page 6:
    - 8.1: in this box you are only providing the sample label for pre-packaged marijuana, but the question is asking for more than just providing the sample label. Please re-review 3 AAC 306.470, and describe how your cultivation facility will ensure compliance with that regulation as it pertains to selling to retails for direct consumer sale. You will probably have to do your sample labels on a different page.
    - 8.2: in this box you are only providing the sample label for wholesale, but the question is asking for more than just providing the sample label. Please re-review 3 AAC 306.470 and describe how your cultivation facility will ensure compliance with that regulation as it pertains to wholesale. You will probably have to do your sample labels on a different page.

- **MJ-09 Statement of Financial Interest**
  - Bert, the second page to your MJ-09 was not submitted. You only submitted page 1. Please resend your complete MJ-09.

- **Entity Documents**
  - Please provide a list of each of corporate officer and each director, and a list of all shareholders with percentage of ownership to go with your entity documents. Make sure your list includes the title(s) each person holds.

- **Proof of Possession for Proposed Premises**
  - Please enter the date at the signature line the lessee/tenant signed the lease.

It is very important that you submit the above corrections and/or documents as soon as possible so that AMCO staff has adequate time to review the corrections and/or additional documents which must be found to be complete within 90 days of the date of this letter.

Respectfully,

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

From:	Marijuana Licensing (CED sponsored)
To:	"smokingjoesterps@gmail.com"
Cc:	Marijuana Licensing (CED sponsored)
Subject:	Incomplete Application Notice-Smoking Joe"s Terps Co. license 16511
Date:	Monday, November 05, 2018 4:38:00 PM
Attachments:	16511 Incomplete Application Notice.pdf

Hello,

Your marijuana establishment license application has been reviewed, attached is correspondence regarding corrections, additional documents, and/or resubmittals that need to be addressed.

Please make sure to read the entire letter. If the submitted corrections are not found to be complete, your application will be returned to you in accordance with 3 AAC 306.025(e)(1), and you will need to file a new application and pay a new fee should you wish to continue pursuing licensure. Essentially, we will accept corrections one time within your 90-day deadline period. Feel free to call or email if you need clarification on any items from the Incomplete Letter.

Please let me know if you need copies of the transfer paperwork I have. I want to make sure you receive this email and its attachment first. Send any documents/correspondence to marijuana.licensing@alaska.gov

Respectfully,
Jane Sawyer
Occupational Licensing Examiner
Alcohol and Marijuana Control Office
550 W 7th Avenue Ste. 1600
Anchorage, AK 99501
907-269-0350

From:	Marijuana Licensing (CED sponsored)
To:	"Jacob Thom"; Marijuana Licensing (CED sponsored)
Subject:	RE: Smoking Joe"s Terps license 16511completed corrected docs
Date:	Thursday, November 15, 2018 12:02:00 PM
Attachments:	MJ-04 page 7.pdf Mj-04 page 3.pdf

Hello, Jacob,

I reviewed your corrections, and I have a couple more things. Luckily they are not corrections that constitute returning the application altogether and you starting over.

- On the attached corrected page 3 you sent, is the initial on 4.2 your hand initial, or is it a type of font? Because it needs to be your hand initials.
- On 4.7 of this same page 3, I know the box became a little smaller with the new box right above it, but can you please, instead of just saying 'see page 7', can you try to fit the actual answer in this box. Answers do need to be in the box, and we would accept continuations of it on a separate page. I think a little smaller font size will work.

The application will need to be complete by 11.30.18 in order to be on the agenda for the December meeting. Furthermore, this email does not extend your 90-day deadline to get this application complete.

Respectfully,

Jane Sawyer
Occupational Licensing Examiner
Alcohol and Marijuana Control Office
907-269-0350

From: Jacob Thom <smokingjoesterps@gmail.com>
Sent: Sunday, November 11, 2018 3:14 PM
To: Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov>
Subject: Smoking Joe's Terps license 16511completed corrected docs

Smoking Joe's Terps license 16511completed corrected docs

Smoking Joe's Terps Co.
Jacob Thom (907) 715-1180
Bert Nelson (907) 262-1658