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

October 25, 2018

Kine Co. LLC
DBA: Kine Co
Via email: kinecoak@gmail.com

Re: Standard Marijuana Cultivation Facility Facility #17409

Dear applicant,

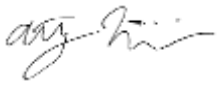
The AMCO Office has reviewed the documents submitted for the proposed marijuana establishment license referenced above. This letter is notice under 3 ACC 306.025(e)(2) that your application is incomplete and additional items are needed to complete the application. The additional items that need correction 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-01 Operating Plan**
  - Page 1, Section 1 – Establishment & Contact Information:
    - The licensee must be listed as Kine Co. LLC.
    - Write the full license type in the License Type field.
  - Page 4, Section 3.5:
    - Describe the policies and procedures that will be taken by the licensee or employees after an unauthorized breach has occurred. Include in this response when AMCO is contacted after a breach.
  - Page 7, Section 5.3:
    - One of the statements that must be certified has been left blank.
- **MJ-02 Premises Diagram**
  - Page 2, Section 2 – Required Information:
    - This document must be signed in the presence of a notary.
  - Please number your diagrams in accordance to the list on Page 1 of Form MJ-02.
  - Diagram of Licensed Premises:
    - Storage areas must be labeled.
    - Your diagram is unclear. Is the restroom in the middle of the "Veg + Clone" room?
    - In the upstairs area, where are the stairs leading back down located?
- **MJ-04 Cultivation Supplemental**
  - Page 2, Section 4.1:
    - The labeling of the cultivation areas in this section is inconsistent with what is depicted on MJ-02.
    - Include the dimensions of areas, as well as your calculations.

        - A conex is mentioned in this section that is not depicted on your diagrams.
    - Page 3:
        - Page 3 of Form MJ-04 has been updated to gather required information regarding pesticides and other pest control products that will be used at the proposed facility. Please complete and submit this page to replace your current Page 3. A copy of the updated page will be sent with this Notice.
    - Page 5, Section 7.3:
        - Kine Co is referred to as "Kind Co" at various points in your response. Please correct.
    - Page 6, Section 8.1:
        - Expand upon your response to include the package sizes that marijuana will be packaged in for a retail store to sell without repackaging.
- **MJ-08 Local Government Notice Affidavit**
    - It is required to provide a copy of your Public Notice to each local government with jurisdiction over the licensed premises. Please provide a copy of your Public Notice to the City of Houston and complete a new MJ-08.

It is very important that you submit the above corrections and/or documents in a timely manner 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,



TJ Zielinski, Occupational Licensing Examiner
For,
Erika McConnell, Director
marijuana.licensing@alaska.gov

From:	Marijuana Licensing (CED sponsored)
To:	kinecoak@gmail.com
Cc:	Marijuana Licensing (CED sponsored)
Subject:	Incomplete Application - Kine Co. LLC License #17409
Date:	Thursday, October 25, 2018 2:42:01 PM
Attachments:	17409 Incomplete Notice.pdf MJ-04 New Page 3.pdf image001.png

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Good afternoon,

Your application for your marijuana establishment license has been reviewed, and at this time is considered incomplete. See the attached notice regarding corrections, additional documents, and/or resubmittals that need to be addressed in your application. Also attached is a copy of Page 3 from Form MJ-04, which will be needed for some of your corrections.

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 Notice.

Let us know if you require copies of any documents that were submitted.

If you have any questions or concerns, please address them to marijuana.licensing@alaska.gov.

Sincerely,

TJ Zielinski
Occupational Licensing Examiner
Alcohol & Marijuana Control Office
550 West 7th Avenue, Suite 1600
Anchorage, Alaska 99501

From:	Marijuana Licensing (CED sponsored)
To:	kinecoak@gmail.com
Cc:	Marijuana Licensing (CED sponsored); Jana Weltzin; Valerie Mastolier; legal counsel
Subject:	RE: Incomplete Application - Kine Co. LLC License #17409
Date:	Tuesday, November 27, 2018 3:28:25 PM
Attachments:	image001.png

Good afternoon,

I have finished reviewing the attached documents and see that the corrections listed in the Incomplete Notice have addressed. However, on Form MJ-08: Local Government Notice Affidavit, the Licensee is listed as "Jordan Agen" instead of "Kine Co. LLC". Please correct and resubmit this form.

Sincerely,

TJ Zielinski
Occupational Licensing Examiner
Alcohol & Marijuana Control Office
550 West 7th Avenue, Suite 1600
Anchorage, Alaska 99501

From: Jana Weltzin <jana@jdwcounsel.com>
Sent: Monday, November 26, 2018 5:48 PM
To: Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov>
Cc: Valerie Mastolier <valerie@jdwcounsel.com>; Jana Weltzin <jana@jdwcounsel.com>; legal counsel <legal@jdwcounsel.com>; Jordan Agen <kinecoak@gmail.com>
Subject: part two of two RE: Incomplete Application - Kine Co. LLC License #17409

Let me know if you need anything else to deem this application complete – thanks! Jana

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From: Jordan Agen <kinecoak@gmail.com>
Sent: Thursday, October 25, 2018 4:03 PM
To: Jana Weltzin <jana@jdwcounsel.com>
Subject: Fwd: Incomplete Application - Kine Co. LLC License #17409

Sent from my iPhone

Begin forwarded message:

> **From:** "Marijuana Licensing (CED sponsored)" <marijuana.licensing@alaska.gov>
> **Date:** October 25, 2018 at 2:41:59 PM AKDT

To: "kinecoak@gmail.com" <kinecoak@gmail.com>
Cc: "Marijuana Licensing (CED sponsored)" <marijuana.licensing@alaska.gov>
Subject: Incomplete Application - Kine Co. LLC License #17409

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Sincerely,

TJ Zielinski
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