Alcohol and Marijuana Control Office
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Alaska Marijuana Control Board

Operating Plan Supplemental
Form MJ-03: Retail Marijuana Store

What is this form?

This operating plan supplemental form is required for all applicants seeking a retail marijuana store license and must accompany **Form MJ-01: Marijuana Establishment Operating Plan**, per 3 AAC 306.020(b)(11). Applicants should review **Chapter 306: Article 3** of the **Alaska Administrative Code.** This form will be used to document how an applicant intends to meet the requirements of the statutes and regulations.

If your business has a formal operating plan, you may include a copy of that operating plan with your application, but all fields of this form must still be completed per 3 AAC 306.020 and 3 AAC 306.315(2).

What additional information is required for retail stores?

Applicants must identify how the proposed establishment will comply with applicable regulations regarding the following:

- Prohibitions
- Signage and advertising
- Displays and sales
- Exit packaging and labeling
- Security
- Waste disposal

This form must be completed and submitted to AMCO's main office before any new or transfer application for a retail marijuana store license will be considered complete.

Section 1 – Establishment Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	The Tufted Puffin LLC	**MJ License #:**	17758		
License Type:	Retail Marijuana Store				
Doing Business As:	The Tufted Puffin LLC				
Premises Address:	216 4th Ave. Unit #2				
City:	Seward	**State:**	Alaska	**ZIP:**	99664

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Section 2 – Overview of Operations

2.1. Provide an overview of your proposed facility's operations. Include information regarding the intake and flow of marijuana and marijuana product at your premises, and a description of what a standard customer visit to your establishment would entail:

The Tufted Puffin LLC., will purchase Marijuana products from a licensed Alaskan Business. Upon receiving the products our staff will weigh the product on our approved digital scale to ensure we have received the correct amount shown on the manifest. Next, the purchase details, product info and its weight will be uploaded into Metrc. All this will be done alongside the person delivering the cannabis products. Lastly, the product will be placed in inventory.

As possible customers approach The Tufted Puffin one of the first things they will see is our outside sign that states "The Tufted Puffin" "A Recreational Dispensary"

When our customers enter the retail building they will walk past other businesses while on route to our retail entrance. Once the customer enters The Tufted Puffin they will be stopped and greeted by a staff member in our "ID & Entrance" area. Once our staff has concluded the Customer ID Check and determined that the person(s) are of legal age, said person(s) will be granted entrance into the retail area. Customers will see cannabis products displayed on display tables. Once the customer determines to make a purchase our staff member will escort the customer to our "check out window." Next, the soon to be purchased product will be weighed on our certified digital scale, and placed into a child proof container with proper labeling. Our staff person will once again ask for the customers ID, and enter the purchase into our POS/Tracking system. All cannabis products will leave the retail area packed within an opaque container.

Lastly, the customer will exit through the designated exit area of The Tufted Puffin LLC.

Section 3 – Prohibitions

Review the requirements under 3 AAC 306.310.

3.1. Describe how you will ensure that the retail marijuana store will not sell, give, distribute, or deliver marijuana or marijuana product to a person who is under the influence of an alcoholic beverage, inhalant, or controlled substance:

Our store will ensure it does not sell, give, distribute, or deliver any Marijuana products to a person under the influence with proper training of our employees. Our staff will be trained to look for and notice signs of intoxicated persons. Our staff will look for, blood shot eyes, glassy or water eyes, loud-noisy-slurred speech, or the inability to stand, walk or maintain a positive posture. Our staff will be sure a person under the influence of intoxicants is not able to purchase products from our store.

3.2. I certify that the retail marijuana store will not:	Initials
a. sell, give, distribute, deliver, or offer to sell, give, distribute, or deliver marijuana or marijuana product in a quantity exceeding the limit set out in 3 AAC 306.355;	☑
b. sell, give, distribute, deliver, or offer to sell, give, distribute, or deliver marijuana or marijuana product over the internet;	☑
c. offer or deliver to a consumer, as a marketing promotion or for any other reason, free marijuana or marijuana product, including a sample;	☑
d. offer or deliver to a consumer, as a marketing promotion or for any other reason, alcoholic beverages, free or for compensation; or	☑
e. allow a person to consume marijuana or a marijuana product on the licensed premises.	☑

Answer "Yes" or "No" to the following question:	Yes	No
3.3. Do you plan to request future approval of the Marijuana Control Board to permit consumption of marijuana or marijuana product in a designated area on the proposed premises?	☐	☑

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Section 4 – Signage and Advertising

Review the requirements under 3 AAC 306.360 and 3 AAC 306.365. All licensed retail marijuana stores must meet minimum standards for signage and advertising.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

4.1. I understand and agree to follow the limitations regarding the number, placement, and size of signs on my proposed establishment, set forth in 3 AAC 306.360(a). JW

4.2. The retail marijuana store will not use giveaway coupons as promotional materials, or conduct promotional activities such as games or competitions to encourage the sale of marijuana or marijuana products. JW

4.3. All advertising for marijuana or marijuana product will contain the warnings required under 3 AAC 306.360(e). JW

4.4. I understand and agree to post, in a conspicuous location visible to customers, the notification signs required under 3 AAC 306.365. JW

4.5. I certify that no advertisement for marijuana or marijuana product will contain any statement or illustration that:

- **a. is false or misleading;** JW
- **b. promotes excessive consumption;** JW
- **c. represents that the use of marijuana has curative or therapeutic effects;** JW
- **d. depicts a person under the age of 21 consuming marijuana; or** JW
- **e. includes an object or character, including a toy, a cartoon character, or any other depiction designed to appeal to a child or other person under the age of 21, that promotes consumption of marijuana.** JW

4.6. I certify that no advertisement for marijuana or marijuana product will be placed:

- **a. within 1,000 feet of the perimeter of any child-centered facility, including a school, childcare facility, or other facility providing services to children, a playground or recreation center, a public park, a library, or a game arcade that is open to persons under the age of 21;** JW
- **b. on or in a public transit vehicle or public transit shelter;** JW
- **c. on or in a publicly owned or operated property;** JW
- **d. within 1,000 feet of a substance abuse or treatment facility; or** JW
- **e. on a campus for postsecondary education.** JW

Section 5 – Displays and Sales

5.1. Describe how marijuana and marijuana products at the retail marijuana store will be displayed and sold:

After ID is checked, when customers enter the retail area, they will see cannabis products displayed in locked display containers. These containers will be attached to the table display and not removable.
"See Image on pg.6/6 titled Cannabis Display."

Once the customer determines to make a purchase he/she will be escorted to our "check out window." Behind the check out window, within our restricted area, the product will be weighed on our digital scale, and placed into a child proof container with proper labeling by a Tufted Puffin staff person. Next, our staff person will ask for the customers ID, enter the purchase into our POS/Tracking system including the product/amount sold, all via a bar code scanner. The customer will have the option and right not to have their information retained by our establishment.

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Section 6 – Exit Packaging and Labeling

Review the requirements under 3 AAC 306.345.

6.1. Describe how the retail marijuana store will ensure that marijuana and marijuana products sold on its licensed premises will meet the packaging and labeling requirements set forth in 3 AAC 306.345(a):

All marijuana products sold from our retail store will be complaint with 3AA306.345 as described below:
3 AAC 306.345 requires The Tufted Puffin LLC to package and label products in a manner that strictly complies with the regulations. Marijuana sold on its licensed premises will be packaged and labeled in compliance with 3 AAC 306.470 and 3 AAC 306.475; any marijuana product sold on its licensed premises is packaged and labeled in compliance with 3 AAC 306.565 and 3 AAC 306.570; and (3) marijuana or a marijuana product sold is packaged in opaque, resalable, child-resistant packaging when the purchaser leaves the retail section of the licensed premises; the packaging must be designed or constructed to be significantly difficult for children under five years of age to open, but not normally difficult for adults to use properly. In addition to labeling requirements stated herein, The Tufted Puffin will affix a label to each package of marijuana or marijuana product that (1) identifies The Tufted Puffin LLC, is the retail license that is selling the marijuana and/or marijuana product, by name or distinctive logo and its license number; (2) states the total estimated amount of THC in the labeled product; and (3) contains each of the following statements: (A) "Marijuana has intoxicating effects and may be habit forming and addictive."; (B) "Marijuana impairs concentration, coordination, and judgment. Do not operate a vehicle or machinery under its influence."; (C) "There are health risks associated with consumption of marijuana."; (D) "For use only by adults twenty-one and older. Keep out of the reach of children."; (E) "Marijuana should not be used by women who are pregnant or breast feeding."

The Tufted Puffin employees will be trained on proper packaging and labeling and managers will be responsible for inspecting and approving all marijuana and marijuana products that will be sold at the retail store. The inspection and approval will include all packaging, equipment, labeling, and testing policies and results. Labels will be checked for: (1) name and license number of the licensed establishment; (2) production lot and batch number; (3) strain Information; (4) net weight of the product in the package (not including weight of packaging); and (5) packaging date and expiration date. All marijuana bud and flower sold to a customer shall be packaged for sale in a package not exceeding one (1) ounce. All marijuana concentrate sold to a customer shall be packaged for sale in a package not to exceed seven (7) grams for marijuana concentrate meant for inhalation. And any combination of marijuana edibles/marijuana flower/ and marijuana concentrate may not exceed a total of 5600 mgs.

6.2. Provide a sample label that the retail marijuana store will use to meet the labeling requirements set forth in 3 AAC 306.345(b):

Produced by:
Harvest Batch:
THC % or MG:
Net Weight:
Strain Name:
Sold By The Tufted Puffin LLC
License number 17758
Best BY (if applicable)

"Marijuana has intoxicating effects and may be habit forming and addictive."; "Marijuana impairs concentration, coordination, and judgment. Do not operate a vehicle or machinery under its influence."; "There are health risks associated with consumption of marijuana."; "For use only by adults twenty-one and older. Keep out of the reach of children."; "Marijuana should not be used by women who are pregnant or breast feeding."

Sample Retail Packaging for cannabis products

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Section 7 – Security

Review the requirements under 3 AAC 306.350 and 3 AAC 306.720.

7.1. Describe the retail marijuana store's procedures for ensuring a form of valid photographic identification has been produced before selling marijuana or marijuana product to a person, as required by 3 AAC 306.350(a):

Our store will have strict procedures for ensuring our customers are over 21 and have a valid photo ID before entering the store and again at the time of purchase. Each one of our employees will have taken the Alaska Marijuana Handlers Course. This course teaches each employee to be able to distinguish between a valid photo ID, and not. "If in doubt, show them out."
Lastly, Our POS Scanner does have a capability to scan IDs to confirm an ID is valid. Each person will have the option of our system to retain their name to establish a loyalty program.

You must be able to certify the statement below. Read the following and then sign your initials in the box to the right: Initials

7.2. The video surveillance and camera recording system for the licensed premises covers each point-of-sale area. JW

Section 8 – Waste Disposal

Review the requirements under 3 AAC 306.740.

8.1. Describe how you will store, manage, and dispose of any marijuana waste, including expired marijuana or marijuana products, in compliance with any applicable laws. Include details about the material(s) you will mix with ground marijuana waste and the processes that you will use to make the marijuana waste unusable for any purpose for which it was grown or produced:

In the event our retail store has marijuana waste we will dispose of it in accordance with 3AAC 306.740.

For example, our store will enter the amount of waste in our marijuana inventory tracking system required under 3 AAC306.730, give the board notice no later than three days before making the waste unusable and disposing of it; while keeping a record of the final destination of marijuana waste made unusable. All marijuana plant waste will be made unusable by grinding the marijuana plant waste and mixing it with at least an equal amount of other compost-able or non-compost-able materials. Material that we may be mixing with the marijuana waste includes compost-able materials such as food waste, yard waste, vegetable based grease or oils, and/or other wastes approved by the board. Once approval is granted to dispose of waste product, said product will be transfered to Seward transfer facility.

You must be able to certify the statement below. Read the following and then sign your initials in the box to the right: Initials

8.2. The retail marijuana store shall give the board at least three days written notice required under 3 AAC 306.740(c) before making marijuana waste unusable and disposing of it. JW

I declare under penalty of unsworn falsification that this form, including all accompanying schedules and statements, is true, correct, and complete.

Signature of licensee

Jennifer Wells

Printed name of licensee

VALERIE MASTOLIER
Notary Public
State of Alaska
My Commission Expires Jun 7, 2022

Notary Public in and for the State of Alaska

My commission expires: 6/7/22

Subscribed and sworn to before me this 20 day of November, 2018

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(Additional Space as Needed):

Section 5(5.1) "Cannabis Display."

The Aroma E-Pod™ features a microscopic lens for magnified viewing and a unique aroma screen allowing customers to obtain the full fragrance of the strain without disturbing trichomes or violating any state-specific regulations.

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