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 Fairbanks Cut, LLC	**MJ License #:**	18187		
License Type:	Retail Marijuana Store				
Doing Business As:	The Fairbanks Cut, LLC				
Premises Address:	188 Bentley Trust Road, Suite A				
City:	Fairbanks	**State:**	Alaska	**ZIP:**	99701

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Form MJ-03: Retail Marijuana Store Operating Plan Supplemental

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:

All marijuana and marijuana product owned by The Fairbanks Cut will be stored in our Restricted Access Area. The area has proper ventilation and temperature to prevent pest/insect activity and/or mold.
All marijuana product is received through our exterior entrance to the Restricted Access Area. the Delivery person is immediately logged into the sign-in log and then the transfer begins. We weigh every package to ensure the numbers match what is on the transfer manifest. Any discrepancies are dealt with by adjusting or rejecting the incoming transfer within METRC.
Once product is logged into our system (both METRC and Greenbits), we transfer products into longer-term storage containers (metal canisters or the refrigerator depending on product), until it can be packaged and made available for sale. We package all flower on-site using child resistant, State compliant packaging and labeling.
When a customer enters the store they are immediately greeted by our Door Person and asked to present valid ID. Once their ID is scanned, shown to be valid, and returned, the customer can enter the store and shop freely. Non-cannabis merchandise and paraphernalia can be found throughout the shop. When the customer is ready, they proceed to the counter located at the back center of the store. There, they are greeted by our budtender and shown cannabis products that are stored within glass display cases. Behind this counter is a Restricted Access Area with a locked gate at the side entrance. Shelves build into the back of the display counter will hold small amounts of each product available so bud tenders can have easy access. Customers make their selections, budtenders gather products, and then the customer is rung out a register located on the display counter. Budtenders double check the order for accuracy, ensure all products are leaving the store in compliant packaging, and complete the transaction. Customers are then free to leave the store with their purchases.

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:

The Fairbanks Cut will ensure that no Marijuana products are sold to a person who is under the influence of alcohol, inhalants, or controlled substances by observing the behavior of individuals when they enter the building. Employees will be trained to watch out for obvious signs of intoxication including strong odors associated with alcohol or other substances, as well as incoherent actions or speech. Per 3 AAC 306.320, all staff will be required to obtain, and keep valid, a Marijuana Handlers Permit. In addition to required State training, The Fairbanks Cut management will provide all employees with regular training sessions to help them become proficient in recognizing signs of intoxication. The importance of adhering to this statute will be stressed to all employees. Signage outlining our right to refuse service to anyone we deem intoxicated will be clearly posted both out front and within the store. We will have at least 3 sets of eyes on each customer that comes into the store. First, the Door Person checks ID's and assess for signs of intoxication. Next, the bud tender that interacts with customers will have an opportunity to assess for sobriety. Finally, store management (who is always present during store open hours) will be checking that customers are not under the influence of intoxicating substances.

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;** [JS]

b. **sell, give, distribute, deliver, or offer to sell, give, distribute, or deliver marijuana or marijuana product over the internet;** [JS]

c. **offer or deliver to a consumer, as a marketing promotion or for any other reason, free marijuana or marijuana product, including a sample;** [JS]

d. **offer or deliver to a consumer, as a marketing promotion or for any other reason, alcoholic beverages, free or for compensation; or** [JS]

e. **allow a person to consume marijuana or a marijuana product on the licensed premises.** [JS]

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). CB

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. CB

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

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

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

- **a. is false or misleading;** CB
- **b. promotes excessive consumption;** CB
- **c. represents that the use of marijuana has curative or therapeutic effects;** CB
- **d. depicts a person under the age of 21 consuming marijuana; or** CB
- **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.** CB

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;** CB
- **b. on or in a public transit vehicle or public transit shelter;** CB
- **c. on or in a publicly owned or operated property;** CB
- **d. within 1,000 feet of a substance abuse or treatment facility; or** CB
- **e. on a campus for postsecondary education.** CB

Section 5 – Displays and Sales

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

Marijuana and marijuana products sold at The Fairbanks Cut will be displayed in glass display cabinets that have functioning locks which only staff will have access to. Prepackaged product will be stored behind the display cabinets, within the Restricted Access Area. As a bud tender completes a transaction, they will collect items purchased, double check item bar codes to ensure inventory accuracy, double check customer ID, and then hand the fully compliant packaged and labeled products to the customer. The marijuana and marijuana product will be sold using the traceability program GreenBits and METRC.

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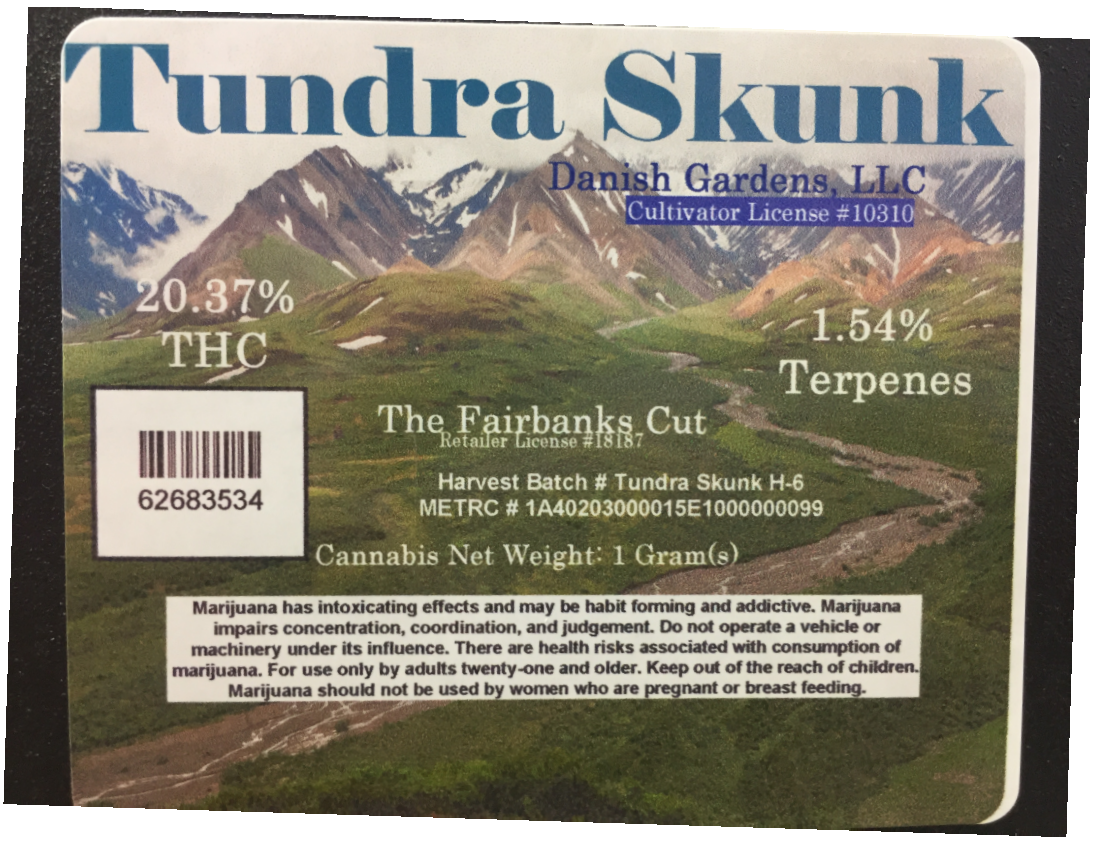
Section 6 – Exit Packaging and Labeling

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):

The Fairbanks Cut will ensure the marijuana and marijuana products sold on the premises meet the packaging and labeling requirements by assuring that all packages are sealed, child resistant, opaque and resealable, meaning that the packaging is designed or constructed to be significantly difficult for children under the age of five years of age to open. Any packaging done in-house will use high quality materials that in no way damage the product. All products will be labeled with a tracking label generated by the cultivation facility's marijuana inventory control system. The complete list of labeling requirements to be met by cultivators and producers will be double checked by The Fairbanks Cut at intake, and will never be concealed by additional labeling at our store. If The Fairbanks Cut is completing packaging and labeling in-house, all labeling per 3 ACC 306.475, 3 ACC 306.565, 3ACC 306.570 will be strictly adhered to. Products sold at The Fairbanks Cut will meet all labeling requirements, regardless of who packaged it, because nothing will be offered for sale until it is checked and approved by management. All product will be packaged in opaque, resealable, child resistant packaging prior to leaving the store.

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):



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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):

The Fairbanks Cut will ensure a valid, government issued, form of photographic identification has been produced by properly training our employees to check ID's as well as using an ID scanner which will be present on the premises. The customer will be asked to present identification again at the register before the transaction can be completed.

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. LS

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:

Weekly inventory of product will be done to ensure the store is only selling fresh, non-expired items. The store will have a sealed trash receptacle located in a place free of temperature or humidity extremes where any marijuana waste will be stored until disposal. The receptacle will only be accessible to employees. The Fairbanks Cut will give the board at least 3 days notice before making marijuana waste unusable. All marijuana waste will be rendered unusable by grinding the waste and mixing it with at least an equal amount of compost-able or non compost-able materials, as approved by the board, before it is disposed of. A record will be kept of the final destination of all disposed of product.
When the waste is destined to be added to a compost pile, which is our preferred method of disposal, we will mix the ground marijuana waste with ground compostable materials at a ratio of at least 50/50. The compostable materials we will be using are food, yard waste, vegetable oil, or potting soil. If our business ends up producing other compostable waste, we will seek the boards approval before using it to dispose of our marijuana waste. In the event that the marijuana waste will be disposed of in a permitted solid waste facility or incinerator, we will mix it with paper, cardboard, plastic, or oil waste. Any material that we would like to use for disposal will be submitted to the board for approval before use.

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. LS

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

Signature of licensee

Lily Bosshart
Printed name of licensee

DARIEN LOPEZ
Notary Public
State of Alaska
My Commission Expires Jan 18, 2022

Darien Lopez
Notary Public in and for the State of Alaska

My commission expires: 01-18-2022

Subscribed and sworn to before me this 14 day of June, 2018.

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