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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:	MCC Ventures, LLC	**MJ License #:**		14200	
License Type:	Retail Marijuana Store				
Doing Business As:	Matanuska Cannabis Company				
Premises Address:	3550 S. Old Glenn Highway				
City:	Palmer	**State:**	Alaska	**ZIP:**	99645

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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:

Each shipment of marijuana and marijuana product that arrives at the retail store will be inspected by a member of the management team before it is accepted and added to the store's inventory. The shipment will be reconciled with the transport manifest, shipment labels and packaging labels to ensure consistency. All product will be weighed by Matanuska Cannabis Company, LLC and reconciled with the weight listed on the manifest and labels. Any shipments with discrepancies will be rejected. Shipments that pass initial inspection will be accepted into the facility, entered into Metrc and the point of sale software and added to the store's inventory storage or display cases. At the end of each business day, the management team will reconcile the sale's transactions from the point of sale software with the inventory on hand and with Metrc to ensure consistency and that any discrepancies are immediately addressed. Customers will be greeted at the store's entrance by a designated employee who will check their identification and watch for signs of impairment. If cleared by ID checking employee, customers will enter the sales floor where they will be greeted by the sales team. Customers will be able to ask questions, browse available products in the glass display cases and view a menu of available products. Sales transactions will take place at the point of sale station and once a sales transaction is complete, customers will be guided to the store exit. Matanuska Manufacturing will train all employees on the importance of the limits on quantity sold per transaction and the exit packaging requirements set forth in the regulations.

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:

All staff members will be privately trained annually and prior to hire in preventing purchases by intoxicated persons under the influence of alcoholic beverages, inhalants, controlled substances as well as spice and other designer drugs. In addition, all employees will have completed the state required marijuana handlers course, passed the written examination.. Continued on page 6..

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).

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.

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

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

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

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

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

Section 5 – Displays and Sales

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

After clearing ID check for over 21 years of age, customers will approach one of several windows to place their order. Marijuana and marijuana products will be displayed in wall-mounted and/or floor mounted glass display cases. The locked display cases will provide visual access for customers and security for the merchandise. All inventory will be stored in a locked and secure area. Under the supervision of an employee, samples will be removed from a locked secure location, to allow customers to see and smell the marijuana and marijuana products. Continued on page 6..

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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):

Chad or a designated employee will inspect all shipments of marijuana and marijuana products that arrive at the retail store. Shipments will be inspected for quality and consistency with the transport manifest and shipment labels, and for regulatory compliance. Labels will be checked for: (1) name and license number of the manufacturing or cultivation facility; (2) production lot and/ or batch number; (3) strain information; (4) net weight of the product (5) packaging date and expiration date; and (6) testing lab name and license number. The transport manifest will be checked for: (1) name and license number of the providing entity; (2) delivery date; (3) start time and estimated arrival time; (4) strain and batch information; (5) delivery driver name and handler's card verification; (6)the weight of the products transferred; and (7) testing information. Once a delivery is approved by either Chad or a designated employee, the inventory will be accepted into the retail facility and entered into METRC with all mandatory information designated by AMCO. The shipment information will be both recorded in Metrc and stored on-site as official business records. Both the transporting agent and Chad/designated employee will sign all paperwork and documents expressing that all information is deemed correct and the transfer took place. Shall any of the above be missing or inaccurate, the transfer will be refused. Continued on page 6

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):

Front of Package

window to view product

Strain Name

Indica-Dominant

Net Weight: 3.5 g (0.124 oz.)

Back of Package

Cultivator: Matanuska Cannabis Company, LLC
License # 14199
HB#:
Strain:
Retailer: Matanuska Cannabis Company, LLC
License #14200

METRC #: 36B875000036451115AB
Testing Lab: ABC Lab **License #:** 12345
Testing Date: 02/05/2018
Fungicides: None **Herbicides:** None **Pesticides:** None
Cannabinoid Profile:
Total THC: XXXX% **Total CBD:** XXXX% **THC:** XXXX%
CBD: XXXX% **THC-A:** XXXX% **CBD-A:** XXXX%
CBN: XXXX%

Alaska Safety Warning: 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.

*or similar format and content

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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):

All employees will be trained in the recognition of valid and acceptable forms of identification per SOA regulations governing acceptable forms of Identification. Employees will take the following steps to ensure valid identification has been produced prior to any entry in to the retail store as follows: Continued on page 6..

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.

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:

Within the retail store, little liquid waste is expected other than for bathroom, drinking and handwashing. This will be sent down to the septic as it is classified as a non-hazardous liquid. Any extra marijuana or marijuana product that is determined to be non-usable or out of sale dated etc, will be stored on-site until disposal can be arranged with Alaska Waste or similar company, taken to the landfill for solid waste disposal or composted/burned after mixing/mulching in a 50/50% ratio with organic biodegradable materials such as grass clippings, leaves, food or household paper etc. Three days notice will be given to AMCO via email prior to rendering the marijuana waste unusable.

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.

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

Signature of licensee

Chad Ragsdale

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 12 day of June, 2019.

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(Additional Space as Needed):

3.1 Continued: in order to receive their current handler's permit (renewals as required). Employees will look for signs of impairment to include but not limited to: Watery eyes, slurred speech, bloodshot or red eyes, glassy eyes which may have trouble staying open, recognizable nystagmus either horizontally or vertically of the eyes, coordination, dilated pupils, anxiety, paranoia, sleepiness, hallucinations.
This list is not exhaustive but indicative of what will be watched for as we strive for 100% compliance with all state and local regulations. Should there be any doubts or questions, the potential customer will be asked to leave the premises and a sale will NOT occur. No Exceptions.
5.1 Continued: These samples will be contained in glass/plastic jars with mesh screens so customers can see and smell the marijuana before purchasing. As edible products become available, commercial grade locked refrigerators and/or freezers will display the marijuana edible products which may require refrigeration. Other edible products will be displayed in the locked secure display cases. Additional displays will display cannabis-related accessory products, such as pipes, grinders, apparel and other merchandise. There will be a checkout counter where each product will be rung up on the registers at one of several windows where orders and sales will be handled. Loose products will be weighed on a State of Alaska certified scale, placed in approved packaging, sealed and then rung up for purchase. Each customer's selected merchandise will e then placed in a child-resistant opaque in color exit-package prior to the customer leaving the store. All labels will be affixed as well and double checked before the customer leaves the store with his/her products(s). All marijuana that is stocked for sale, stored or dispensed for sale will be behind the restricted access area

6.1 Continued: All Marijuana and Marijuana product sold will be packaged in opaque, resealable, child-resistant packaging prior to the customer exiting the retail store. All packaging will be difficult for a child to open but shall be not normally difficult for adults.

- 7.1 Continued: - Make certain ID has not expired and person is over 21 years of age;
- Request ID be removed from wallet or purse or anything with a cover over it;
- Take physical control of the ID; Only accept the following types of IDs: An unexpired, unaltered passport, an unexpired, unaltered driver'& license, Instruction permit, or identification card or any state or territory of the United States,. the District of Columbia, or a province of Canada, an identification card Issued by a federal or state agency authorized to Issue a drivers licenses or identification cards; -Do not accept college IDs, school IDs, birth certificates, or social security cards or otherwise ;
- Employee& will check the front and back of the ID for poor photocopy;
- State Issued IDs many times contain watermarks, holographs or other symbols that are difficult to counterfeit Indicating their validity i.e.) Alaska driven; license:
- look for wording not issued by a branch of government for that particular ID being offered;
- Check for thickness, unevenly cut corners. bumps upon the surfaces of the ID, pictures that appear replaced by hand or otherwise within the ID; -Check for Color bleed: -Check for crisp and clear Images:-Check to ensure the physical descriptors match the person attempting to gain entry on to the licensed premises;
- Check for and pay attention to the date of birth for alterations and to confirm the person is over 21 years of age;
- When in doubt ask the person to leave the premises and refuse service without valid and acceptable ID.

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License # 14200