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 17, 2018

Sharon I Thompson
DBA: Aurora Borealis Cannabis Company
Via email: snowshakeak@hotmail.com

Re: Limited Marijuana Cultivation Facility Facility #15768

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.**

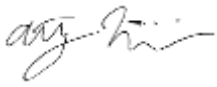
- **Online Application**
  - Please remove the legal description of the premises from the Physical Address field (Lot 3, Block 1, Moosehollow Sub).
  - Karoline Horton has been listed as an affiliate on your application, but you indicated by email that she has no financial interest in the business and that you were moving forward with the application as a sole proprietor.
  - I have rolled your application back to New status so that you can make the above corrections in MyAlaska. Once you resubmit your application, a new Public Notice and Advertisement Notice will be generated. Be sure to save copies of these documents for your records and other corrections.
- **MJ-01 Operating Plan**
  - Page 2, Section 3.2:
    - Include in your response the ratio of visitors to licensees/employees/agents of the licensees who will escort them.
  - Page 4, Section 3.5:
    - There have been updates to the requirements under 3 AAC 306.715 since your application was initiated. Please re-review 3 AAC 306.715(e) and expand upon your response to indicate when AMCO is contacted in the event of an unauthorized breach.
  - Page 4, Section 3.7:
    - Please expand upon your response to describe the steps that will be taken if someone is found to be loitering on the premises.
  - Page 8, Sections 7.5 and 7.6:

        - You indicated that toilet and handwashing facilities are depicted on Form MJ-02 in this section, but neither are shown in the diagrams you provided. Please revise your diagrams to show this information, or amend your response in this section (if you answer No to either question, you are required to complete Section 7.7).
- **MJ-02 Premises Diagram**
    - Diagram 1, (All 3 Pages):
        - Please highlight (in color) and label the boundary of the licensed premises.
        - It is unclear where the boundaries of the restricted access areas are. Using a different color than what is used for the licensed premises (unless the entire licensed premises is to be a restricted access area), outline and label the boundary of these areas.
    - Diagram 1, Page 2 of 3:
        - Include the dimensions of the loft area.
    - Diagram 1, Page 3 of 3:
        - It is unclear how the loft area is accessed when comparing Page 1 with Page 3. It appears on Page 1 that the loft is accessed through "Cultivate 1", but on Page 3 it appears that the loft is accessed from the room beyond the Reception area.
    - Diagram 2:
        - Please outline and label the boundary of the licensed premises.
        - The colors used to depict the Entry/folding ladder to loft and the Private Residence & Entry appear very similar. Please use colors that contrast more.
    - Diagram 3:
        - Please outline and label the boundary of the licensed premises.
    - Diagram 5:
        - Please outline and label the boundary of the licensed premises.
- **MJ-04 Cultivation Supplemental**
    - Page 2, Section 4.1:
        - Please expand upon your description of the spaces under cultivation. Include details regarding whether any tables or racks are used, for example (and if so, specify if they have multiple shelves or levels being utilized).
    - Page 3, Section 4.6:
        - Expand upon your response to include specific examples of other liquid fertilizers or growing aids that will be used.
        - Please specify in this section if any pesticides, herbicides, or fungicides will be used.
    - Page 6, Section 8.2:
        - The sample label provided is very blurry. Please provide a clearer image.
        - It does not appear that your sample label displays the license number of this establishment.
- **MJ-07 Public Notice Posting Affidavit**
    - Because the list of affiliates will need to be corrected, it will be necessary to post a copy of your updated Public Notice at the location of the proposed premises and another conspicuous location for **five** days and provide a new MJ-07.
- **MJ-08 Local Government Notice Affidavit**
    - Because the list of affiliates will need to be corrected, you will need to provide an updated copy of your Public Notice to your local government and community council and complete a new MJ-08.

  - It is required to provide the name of the local government official that your Public Notice is provided to.
  - When the application was initiated your Community Council was given as Talkeetna, but your MJ-08 shows that Public Notice was given to the Susitna Community Council. Please verify which Community Council your proposed premises is under the jurisdiction of.
- **Proof of Possession for Proposed Premises**
  - A lease must contain a disclaimer that the landlord/lessor will not take possession of or remove marijuana from the premises, and that AMCO will be contacted in the event that this is necessary (typically under the "Default" section of the lease).

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:	Sharon Thompson
Cc:	Marijuana Licensing (CED sponsored)
Subject:	Incomplete Application - Aurora Borealis Cannabis Company License #15768
Date:	Wednesday, October 17, 2018 10:45:09 AM
Attachments:	15768 Incomplete Notice.pdf image001.png

Good morning,

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.

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:	Sharon Thompson
Cc:	Marijuana Licensing (CED sponsored)
Subject:	RE: Incomplete Application - Aurora Borealis Cannabis Company License #15768
Date:	Thursday, November 15, 2018 11:08:22 AM
Attachments:	15768 Claim for Refund.pdf image001.png

Good morning,

I have finished reviewing your revised documents and see that a majority of the needed corrections have been made, but there is some additional information required on the sample label provided for Section 8.2 of Form MJ-04: Cultivation Supplemental. Please re-review the requirements under 3 AAC 306.475(e) and (f) and revise your sample label.

Also, attached you will find a Claim for Refund form for Karoline Horton's fingerprint fees. Please sign this form and return it to our office to process your refund. Would you like the fingerprint card to be mailed back?

Sincerely,

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

From: Krystal Dietrich <krystal@thc-alaska.com>
Sent: Wednesday, November 14, 2018 8:56 PM
To: Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov>
Subject: 15768 - Updated incomplete paperwork

Hello,

Attached are the electronic forms of the documents dropped off for Aurora Borealis Cannabis Company license #15768 on 11.14.18 in person.

Thank You.

Have a Wonderful Day,
Krystal Dietrich