Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
marijuana.licensing@alaska.gov
https://www.commerce.alaska.gov/web/amco
Phone: 907.269.0350

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:	Raspberry Roots, LLC	**MJ License #:**	10097		
License Type:	Retail Marijuana Store				
Doing Business As:	RASPBERRY ROOTS				
Premises Address:	501 Raspberry Rd Suite 101				
City:	Anchorage	**State:**	Alaska	**ZIP:**	99518

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Alaska Marijuana Control Board

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 product sold in the retail from flower to concentrates to edibles to non marijuana items are processed through the Inventory Department. The Inventory Manager will inspect all product that arrives to the facility 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 Raspberry Roots and reconciled with t he weight listed on the manifest and labels. Any shipments with discrepancies will be rejected.
Once it enters the retail, the required concentrates and edibles are stored in the mini refrigerators behind the POS, rest of inventory is stored behind Sales Counter (unreachable by customers) or in locked displays fo r visuals for the customers, and flower is kept in resealable bags with Boveda packs (for freshness and to ensure the flower maint ains its moisture levels) until we fill the deli style jars, which are stored in glass display cases accesible only from behind the count er.When a customer enters the facility, they are greeted by the receptionist who checks their ID and checks them into the POS sy stem. If there are no available budtenders, they are asked to sit in the waiting room until a budtender comes to get them. If ther e are available registers, they are escorted to the sales floor by a budtender who assists in selecting product appropriate for the c ustomer. Our flower is sold deli style, so cusomters watch (can not touch) as we weigh it out in front of them. Deli style flower is put into childresistant, opaque containers that are labeled with approporate information after weighed. Once the sale is complet e, the customer leaves with their purchase in an exit bag and the receipt is stapled to it.

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:

When the receptionist checks a person's ID, they hold a short conversation with the customer regarding our products and the flow of the retail experience. During this time, they are also checking for intoxication. If it is suspected, they can make a note in the check-in system in the POS to the budtender to look for additional signs of intoxication through a more thorough conversation. This also allows for a manager to be present, so we have 3 people who are actively attentive to someone who may be intoxicated. Alcohol has many obvious signs of intoxication, such as slurring their speech, stumbling when they walk, smelling like alcohol, etc. Other controlled substances are more difficult to distinguish, however, if we do think someone is under the influence of any substance, we politely inform them that it is illegal for us to sell to someone intoxicated, but we would love for them to return later, when they are not. Additionally, employees and management will exercise strict diligence and compliance with the sale limits embodied in 3 AAC 306.355. A manager will be on hand to help manage customer ingress and egress and ensure there is an adequate number of employees on the sales floor.

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;** KAK

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

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

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

e. **allow a person to consume marijuana or a marijuana product on the licensed premises.** KAK

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? ☒* ☐

Depending on Regulations adopted by state & Muni

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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). KAK

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. KAK

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

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

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

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

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

Section 5 – Displays and Sales

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

All marijuana and marijuana products will be displayed and dispensed for sales within the designated restricted access area, unreachabl e to customers. Signs stating, "Restricted Access Area: Visitors Must Be Escorted" will be posted at the access points that lead behind th e counter. Flower is displayed in glass jars located in the glass case between the budtender and the customer. This allows us to open jar s for people to inspect but not touch. Once a strain is chosen, budtenders weigh it out in front of them on a certified scale, using santize d tongs. The product is then placed into child resistant, opaque drams and appropriate labels are attached. Other sellable marijuana pro ducts are displayed on shelving attached to a slatwall behind the POS station. Necessary concentrates and edibles are stored in the mini refrigerators for freshness. All employees are and will be trained and regularly monitored to ensure compliance with the display and clo sing policies, and that all product is secured and accounted for at all times.

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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):

Authorized personnel will inspect all shipments of marijuana and marijuana products that arrive at the retail store. Shipments will be inspected for qualit y and consistency with the transport manifest and shipment labels, and for regulatory compliance. Labels will be checked for: (1) name and license numb er of the manufacturing or cultivation facility; (2) production lot and /
or batch number; (3) strain information; (4) net weight of the product (5) expiration date; The transport manifest will be checked for: (1) name and licens e number of the providing entity; (2) delivery date; (3) start time and estimated arrival time; (4) strain and batch information; (5) delivery driver name an d handler's card verification; (6) the weight of the products transferred; and (7) testing documentation from AK Licensed Lab. Once a delivery is approved , the inventory will be accepted into the retail facility and entered into Metrc with all mandatory information designated by AMCO. The shipment inform ation will be both recorded in Metrc, stored onsite as official business records, and uploaded to Raspberry Roots Point of Sale Software system. Both the transporting agent and the Authorized representative of Raspberry Roots will sign all paperwork and documents expressing that all information is deeme d correct and the transfer took place. Shall any of the above be missing or inaccurate, Raspberry Roots will refuse the transfer.
For marijuana leaving the retail facility once a transaction is complete:
All deli style flower is delivered to the customer in quantities less than one ounce, in child resistant, opaque drams. As it is weighed out in front of the cus tomer, the budtender inputs the weight and the label is generated, which includes the retailer's name and license #, the cultivator's name and license #, t he harvest batch number, strain information, weight of the product, the total THC, and the 5 warning statements. Packaging is opaque, resealable, and ch ild resistant.

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):

RASPBERRY ROOTS

Retailer: Raspberry Roots	**License No:** 10097	
Cultivator: XYZ	**License No:** 000000	
Harvest Batch No: ECBD12.8.17	**Package No:** 1A4050300018500000789	
Net Weight: 3.5g Flower (0.124 oz)	**Strain:** XYZ	
Testing Facility: XYZ Testing	**License No:** 12345	
THC: 12.87% **THCA:** 13.94%	**CBD:** 0.1% **CBDA:** 0.03% **CBN:** 0.01%	
Microbial Test: Passed	**Fungicides:** None **Pesticides:** None	**Herbicides:** None
Fertilizers: General Hydroponics	**Soil Amendment:** None	

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

12345789
3.5g Flower
Raspberry Roots 4a - 15788

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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):

Raspberry Roots will not sell, offer to sell, give, distribute, or deliver marijuana or marijuana products to any consumers who are: (1) not physically present on the licensed premises; (2) under the influence of an alcoholic beverage, inhalant, or controlled substance; or (3) not at least twenty-one (21) years of age at the time of purchase, as evidenced by valid, government-issued photo identification. Employees of Raspberry Roots will greet all customers and check each ID at the entry door. No individual will be allowed to pass the ID check station and enter the sales floor without their photo identification being verified regardless of how familiar the person is to the employee(s). Employees are and will be trained to identify forgeries and inconsistencies in ID's and will utilize an ID guide to help recognize ID's from other states and countries. A manager will be on hand to help manage customer ingress and egress on the sales floor. If an ID is not in compliance for any reason, the customer will be asked to leave, and law enforcement will be contacted if necessary.

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. KAK

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:

Raspberry Roots will be disposing of: (1) marijuana that is identified as contaminated, infected or is otherwise rejected for quality; (2) marijuana and marijuana products that reach their expiration date; (3) any other materials or containers in contact with marijuana products that risk contamination (4) any other marijuana or marijuana product deemed as waste by the licensees, general manager, MCB or AMCO Director. Any product deemed unusable will be placed into a container clearly marked "Waste for Disposal" and placed in a locked cabinet, separate from the rest of the usable product. A notice, via email, will be sent to AMCO enforcement not later than three days prior to rendering waste unusable. Since Raspberry Roots also has a cultivation in the same building, stems, roots, stalks, and leaves are routinely ground up (day before trash pick up), mixed with at least 50% by weight of other compostable material, such as the Grodan rockwool cubes in which the plants are grown and eco friendly paper sacks in which waste is organized in. The unusable product from the retail facility will be mixed in and ground up with the same non-plant material as is done with the cultivation waste. The mulch/rockwool mixture is placed in heavy duty contractor bags and placed in the dumpster the morning of Trash Day.

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. KAK

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

Kimberley A Kok
Signature of licensee

Kimberley A. Kok
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 21 day of August, 20 18.