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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 High Expedition Company	**MJ License #:**	10901		
License Type:	Retail Marijuana Store				
Doing Business As:	THE HIGH EXPEDITION COMPANY				
Premises Address:	13465 E Main St.				
City:	Talkeetna	**State:**	Alaska	**ZIP:**	99676

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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:

A designated employee of The High Expedition Each inspects each transfer of marijuana and marijuana product that arrives at the store before it is accepted and added to the store's inventory. Each transfer is checked against the transport manifest, shipment labels and packaging labels to ensure consistency. All product is weighed and checked against the weight listed on the manifest and labels. Any transfers with inconsistencies will be rejected. Transfers that pass this initial inspection are accepted, 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 are greeted at the store's entrance by an employee who checks their photo identification and watches for signs of impairment. If cleared by the employee, customers will enter the sales floor where they will be greeted by the sales team. Customers will be able to ask questions, view/smell samples of product in closed glass jars connected to the counter, 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 counter and once a sales transaction is complete, customers will be guided to the store exit. Joe and managers 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:

The High Expedition Company 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 that consumer's government-issued identification. All customers will enter one main door into our reception/lobby area. Once in the lobby area, company agents will greet the customers and check their ID for the age requirement. The store will have very visible posted warning signs explaining that the establishment is not allowed to sell cannabis to anyone who is intoxicated. If a person enters the premises exhibiting signs of impairment, The High Expedition Company employees and agents will be trained to recognize those signs, refuse all service and sale to that individual, and escort them safely from the premises. If an agent suspects a customer of being intoxicated with any substance upon entrance, the customer will be asked to leave and come back on a later date. Additionally, employees and management will exercise strict diligence and compliance with the sale limits embodied in 3 AAC 306.355. No customer, in a single transaction, shall be sold more than the following quantity of marijuana or marijuana product in a single transaction: (1) one ounce of usable marijuana; (2) seven grams of marijuana concentrate for inhalation; or (3) marijuana or marijuana products containing 560 milligrams of THC per single transaction. All employees will be required to obtain a Marijuana Handlers Permit, as required by state regulations. In addition to the permit, all employees will receive in-house training prior to their employment start date. This comprehensive training module will include tools to target the prevention of marijuana or marijuana product sales to consumers who are under the influence of alcohol, inhalants, or a controlled substance. If intoxication is detected after the individual has already entered the premises and display area, the agents have the authority to refuse service to anyone, and may ask any customer to leave the facility at any time. A manager and designated security will be on hand to help manage customer ingress and egress.

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:

All marijuana products will be displayed in secured display cases and cabinets which require employee assistance to access. Product displays will be in full view of a working video surveillance camera at all times that marijuana or marijuana product is stored in the display. Marijuana products will be placed in the secured displays at opening, and will only be on display during business hours. Each morning, the specified products will be removed from their secure storage in the safe room and placed in their designated and labeled display. Each evening, any product left in the display room will be placed back into secure storage in the safe room. Marijuana and marijuana products will be secured in a locked case at all times where customers may be present on the premises. Only marijuana that is packaged and labeled in accordance with all state and municipal laws and regulations, and in accordance with The High Expedition Company policies, will be placed in product displays and accessed for sale to the public. All employees will be trained and regularly monitored to ensure compliance with the display and closing policies, and that all product is secured and accounted for at all times. All sellable edibles, concentrates, and flowers will be stored behind the check-out counter. All products on the shopping floor will be for display only. Cashiers will take the customer order and fulfill them from behind the counter. Concentrates and edibles will all be prepackaged and labeled. Flower will be sold in a hybrid system. Some will be prepackaged in heat sealed mylar bags (smell proof). These bags will be pre-labeled. Other options will be deli-style print packaging labels. Large glass jars with batch labeled strains will be on display. If a customer wants the strain, the agent will weigh flower at the check out counter using a certified scale. Once weighed to the desired amount, the agent will register the purchase in the POS system, seal the product into a child-resistant container, and print the packaging label. The prepackaged products will be in secured bins on the shelves in the shopping area, or on hooks against the back wall behind the counter, well out of reach of the customers. Any edibles will be stored in a refrigerator, also securely placed behind the counter out of reach of the customers. Any non-marijuana inventory will be stored in bins on the shelves, on hooks against the back wall, or out on the shopping floor in a separate display case/rack.

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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 company has formed a quality control unit (QCU), which consists of designated members from management and Joe, tasked with inspecting and approving all marijuana products, packaging, and labeling prior to sale. When a delivery arrives to the store, the daily manager will take photocopies of all paperwork involved in the transfer for the QCU to inspect. Marijuana products transported from cultivation or manufacturing facilities will be inspected for quality and consistency with the transport manifest and shipment labels. When edibles and concentrates are delivered from a manufacturer, the QCU will inspect for contamination, testing, and ensure consistency with the transport manifest and the label. Labels will be checked for: (1) name and license number of the providing entity; (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. 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 facility name and license number. All marijuana and marijuana products that leave the retail facility will be in a child resistant, opaque resealable bag in compliance with 3 AAC 306.345(a) (3)

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):

License No. 10901

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.

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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 customers will enter the main door into the reception and lobby area (no marijuana will be accessible in this area). Once an individual enters the store into the lobby area, a receptionist will greet the customer and check their government-issued ID for the age requirement. There will be an ID Guide at the desk to compare licenses for our customers from other states or countries. The High Expedition Company will not sell, offer to sell, give, distribute, or deliver marijuana or marijuana products to any consumers who are (1) not physically 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 the customer's government-issued ID. The High Expedition Company reserves the right to refuse to sell marijuana or marijuana product to any consumer, even if a valid ID is presented. The entrance, lobby, display area, and all weighing, packaging, and check-out counters will be monitored by video surveillance at all times. Management and on-site security will be present in the store during all operating hours to ensure the company remains in compliance with all laws, rules, and regulations.

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:

The High Expedition Company anticipates the following marijuana and marijuana product waste at the retail store: (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. Marijuana waste will be stored away from all other products in a locked container on the premises, and will be rendered unusable prior to leaving the store for disposal. A notice, via email, will be sent to AMCO enforcement not later than three days prior to rendering waste unusable. Marijuana waste will be rendered unusable by grinding the materials and mixing with other compostable and non-compostable non-marijuana material such as, food waste, cardboard, paper, and yard waste; until the resulting mixture is no more than fifty percent (50%) marijuana waste. Management will maintain a log on the status of all marijuana waste, tracking the type, date of disposal, date it was rendered unusable, the reason it's being wasted, and the final destination. This information will be recorded in the disposal log and securely stored as a business record, available to AMCO upon request.

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

Joesph McAneney

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 22 day of August, 2018.

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(Additional Space as Needed):

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