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:	Alaska Cannabis Exchange LLC	**MJ License #:**	12437		
License Type:	Retail Marijuana Store				
Doing Business As:	Alaska Cannabis Exchange LLC				
Premises Address:	2906 Spenard Road				
City:	Anchorage	**State:**	Alaska	**ZIP:**	99503

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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:

ACE will transfer product from our cultivation facility and other licensed facilities into our retail store and will be added to our METRC and POS systems. Customers will be greeted at the door to provide proper Identification before being allowed to enter. ACE staff will assist the customer and be shown the products we have available. After customer has chosen the products they wish to purchase, ACE staff will walk the product and customer to the cash out window and be asked to show ID again before cash will be accepted. Once cashed out the customer will recieve the products purchased.

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:

ACE will ensure that no marijuana or marijuana products are sold to, distributed, or delivered to a person who is under the influence of an alcoholic beverage, inhalant, or controlled substance by observing the behavior of the individual while entering the building or during the identification process. Employees will be trained to watch out for strong odor of alcohol, inhalants or controlled substances. As well as posses the ability to spot incoherent actions and phrases.

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;** AR

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

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

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

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

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). AR

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. AR

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

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

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

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

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

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 will be displayed and sold at ACE using glass display cases that have functioning locks that only trained and competent staff will have access too. We will also use shelves which will be fastened to the wall behind the glass cases, out of the customers reach and only accessible by ACE employees. The marijuana and marijuana products will be sold using a traceability program that interfaces with METRC.

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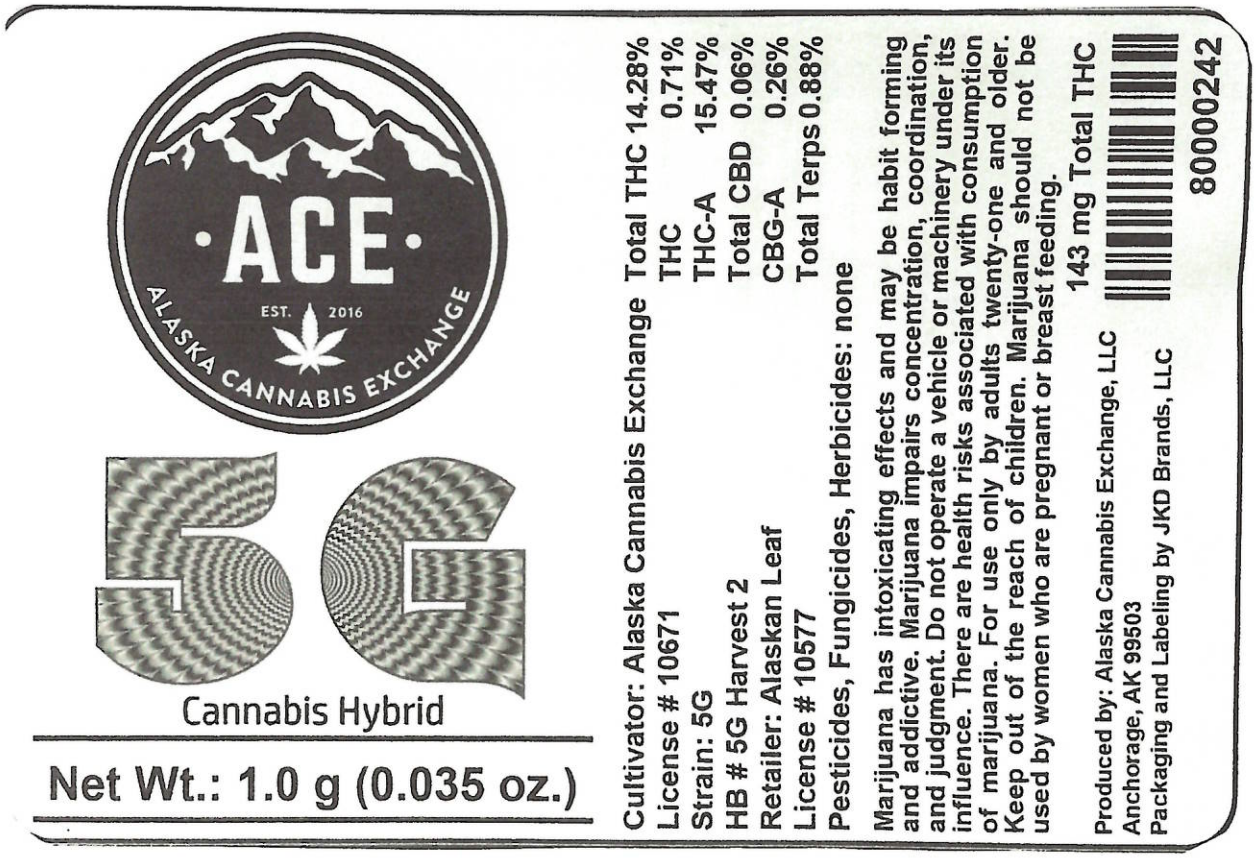
Section 6 – Exit Packaging and Labeling

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):

Alaska Cannabis Exchange will assure that
1. Marijuana sold on its licensed premises is packaged and labled in compliance with 3AAC306.470 and 3AAC 306.475.
2. Marijuana product sold on its licensed premises is packaged and labled in compliance with 3AAC 306.565 and 3AAC 306.570
3. Marijuana or marijuana product sold is packaged in opaque, resealable, child resistant packaging when the purchaser leaves the retail section of the licensed premises, the packaging will be designed or constructed to be significantly difficult for children under five (5) years of age to open, but not normally dificult for adults to use properly.
See Attachment A

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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(Additional Space as Needed):

Attachment A Packaging and Labeling Requirements

In addition to labeling requirements Alaska Cannabis Exchange retail store shall affix a label to each pacckage of marijuana or marijuana product that

1. Identifies the retail marijuana store selling the marijuana product by name or distintive logo and marijuana establishment license number
2. States the total estimated amount of THC in the labeled product, and
3. contains each of the following statements:
   (A). "Marijuana has intoxicating effects and may be habit forming and addictive".
   (B). "Marijuana impairs concentration, coordination, and judgement. Do not operate a vehicle or machinery under its influence".
   (C). "There are health risks associated with consumption of marijuana".
   (D). "For use only by adults twenty-one and older. Keep out of the reach of children".
   (E). "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 be required to show a valid form of Identification upon entering ACE's Retail store as well as show identification before checking out with the cashier and before product is placed in the customers hands. ACE staff will be trained to notice adulterated or expired identification. A valid Identification will be a state issued drivers license or ID, Passport, and must contain a picture, Birth date and expiration date.

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. AR

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:

Alaska Cannabis Exchange will store, and dispose of any solid or liquid waste, as determined by the Marijauna Control Board in compliance with federal, state and local laws and regulations in compliance with 3AAC 306.740(a) and ensure that the standards of health and safety are met by using personal protective equipment during the handling of any solid or liquid waste.
Solid waste will be ground up daily and placed in locked drums located inside the retail store in accordance with 3AAC 306.740. No waste will be located outside the retail store at any time and access to waste will be in a secured area accessible only by licensees, managers or staff of ACE. All waste will be recorded in the inventory tracking system (METRC) and marijuana control board will be notified 3 days in advance of the proposed date of disposal. After the 3 day notice, product will be rendered with a minimum of 50% used soil from our cultivation facility and a manifest will be generated (METRC) and transported to an approved landfill.

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. AR

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

STATE OF ALASKA
NOTARY PUBLIC
G. Cruickshank
My Commission Expires: June 6, 2021

Signature of licensee

Notary Public in and for the State of Alaska

AARON C. RALPH
Printed name of licensee

My commission expires: 6/6/21

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Subscribed and sworn to before me this 23rd day of Oct, 2018.