CORRESPONDENCE

From:	Marijuana Licensing (CED sponsored)
To:	"ALASKACANNABISEXCHANGE@GMAIL.COM"
Cc:	Marijuana Licensing (CED sponsored)
Subject:	Incomplete Application- Alaska Cannabis Exchange, LLC license #12437
Date:	Wednesday, January 16, 2019 2:22:00 PM
Attachments:	12437 Incomplete Application Letter.pdf image001.png

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Hello,

Your application has been reviewed, and attached is correspondence regarding corrections, additional documents, and/or resubmittals that need to be addressed.

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 Letter.

Please let me know if you need any of the documents I have for this application. I want to make sure you receive this email and incomplete letter attached first.

Please send any documents/correspondence to marijuana.licensing@alaska.gov

Thank you,

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

THE STATE of ALASKA
GOVERNOR MICHAEL J. DUNLEAVY

Department of Commerce, Community, and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

January 16, 2019

Alaska Cannabis Exchange, LLC
DBA: Alaska Cannabis Exchange, LLC
Via email: ALASKACANNABISEXCHANGE@GMAIL.COM

Re: Retail Marijuana Store #12437

Dear applicant,

The AMCO Office has reviewed the documents submitted for the proposed marijuana establishment license referenced above. This letter is notice under 3 AAC 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.**

- **MJ-00 Application Certifications**
  - For all three MJ-00's, please correct the License Type portion under Section 1 to say, Retail Marijuana Store, instead of Retail Store.
  - For all three MJ-00's, please correct the Doing Business As portion under Section 1 to say, Alaska Cannabis Exchange, LLC, by adding LLC, since that is what your online application says.

- **MJ-01 Operating Plan**
  - Correct the License Type portion under Section 1 to say, Retail Marijuana Store, instead of Retail Store.
  - Correct the Doing Business As portion under Section 1 to say, Alaska Cannabis Exchange, LLC, by adding LLC, since that is what your online application says.

- **MJ-02 Premises Diagram**
  - Correct the License Type portion under Section 1 to say, Retail Marijuana Store, instead of Retail Store.
  - Correct the Doing Business As portion under Section 1 to say, Alaska Cannabis Exchange, LLC, by adding LLC, since that is what your online application says.
  - There were several of what appears to be the same diagrams submitted with your MJ-02. Were there multiple copies submitted on accident, or are there differences that I am missing on multiple copies of the diagrams? The only difference that I can see on the first and second diagrams are the pink egress path, which is fine, but I just want to make sure that I am not missing something else that is significant because multiple copies seem to

have been submitted. To help alleviate this confusion, please label your diagrams, such as, Diagram 1, Diagram 2, etc.; and make sure to follow the directions from page 1 and page 2 of the MJ-02, for example:

- On the first diagram of the retail marijuana store, some of the coloring is too light to distinguish, most likely from scanning. The coloring from the other diagrams of the retail store is clear. Please adjust accordingly.
- On diagram 1 please:
  - Outline the entire perimeter of the proposed licensed premises AND restricted access area (use separate colors and labels). The counter area must be a part of the restricted access area; and, the bathroom must be a part of the licensed premises, but not the restricted access area.
    - In fact, the licensed premises must be clearly indicated on all of the diagrams; please make this consistent throughout.
  - Label the counter and the windows.
- On the diagram of what appears to be the as-built diagram of the entire lot, please clearly show where the proposed licensed premises is located by labeling it.
- When comparing the diagram of the retail marijuana store to the as-built diagram of the entire lot, it seems as though the true north arrows are conflicting. Please fix the true north arrow on whichever diagram needs to be fixed, unless I am mistaken, then please disregard.

- **MJ-03 Retail Supplemental**
  - Correct the License Type portion under Section 1 to say, Retail Marijuana Store, instead of Retail Store.
  - Correct the Doing Business As portion under Section 1 to say, Alaska Cannabis Exchange, LLC, by adding LLC, since that is what your online application says.

- **MJ-07 Public Notice Posting Affidavit**
  - Correct the License Type portion under Section 1 to say, Retail Marijuana Store, instead of Retail Store.
  - Correct the Doing Business As portion under Section 1 to say, Alaska Cannabis Exchange, LLC, by adding LLC, since that is what your online application says.

- **MJ-08 Local Government Notice Affidavit**
  - Correct the License Type portion under Section 1 to say, Retail Marijuana Store, instead of Retail Store.
  - Correct the Doing Business As portion under Section 1 to say, Alaska Cannabis Exchange, LLC, by adding LLC, since that is what your online application says.

- **MJ-09 Statement of Financial Interest**
  - For all three MJ-09's, correct the License Type portion under Section 1 to say, Retail Marijuana Store, instead of Retail Store.
  - For all three MJ-09's, correct the Doing Business As portion under Section 1 to say, Alaska Cannabis Exchange, LLC, by adding LLC, since that is what your online application says.

- **Proof of Possession for Proposed Premises**
  - Please provide the following statements in your lease:
    - An acknowledgment from the landlord/lessor that the premises will be used as a marijuana establishment, and
    - A disclaimer that the landlord/lessor may not take possession of or remove marijuana from the premises, and AMCO will be contacted in the event that this is necessary.

- **Applicant's Residency**
  - Aaron, Andrea, and Thomas, will you be applying for the Permanent Fund Dividend this year? If so, is it possible that you can do it right away, and then let me know?

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,

Jacqlene Drulis, Occupational Licensing Examiner
For,
Erika McConnell, Director
marijuana.licensing@alaska.gov

From:	Marijuana Licensing (CED sponsored)
To:	"ALASKACANNABISEXCHANGE@GMAIL.COM"
Cc:	Marijuana Licensing (CED sponsored)
Subject:	Incomplete Application- Alaska Cannabis Exchange, LLC license #12437
Date:	Friday, February 15, 2019 11:15:00 AM
Attachments:	image001.png

Good afternoon,
Thank you for the corrections. Everything appears to be in order, except for a couple of additional items:

- **MJ-02: Premises Diagram**
  - On all of the diagrams that are just of the retail marijuana store (Diagram 1, 2, 3, 4, 5):
    - I understand what your dashed yellow outlines are intending to show; however, since the outlines go outside of the building, as is, it shows that you are requesting for a portion of the outside of the building to be licensed. The outline must be tightly around the perimeter of the proposed licensed premises. Please adjust accordingly, even if you have to use a different color.
- **Residency**
  - I cannot deem your application complete until I am able to see that all of the applicants are residents of Alaska. I see that Aaron applied for the 2019 PFD and is eligible; thank you, Aaron. However, it is imperative that Andrea and Thomas let me know when they are going to apply or when they have applied for the PFD, or if they are not going to apply so that we may verify their residency a different way, respectfully.

This email does not extend the 90-day deadline to get the application complete.
Respectfully,

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