Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
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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:** | Cosmic SeaWeed, LLC | **MJ License #:** | | 21417 | |
| **License Type:** | Retail Marijuana Store | | | | |
| **Doing Business As:** | Cosmic SeaWeed, LLC | | | | |
| **Premises Address:** | 261 East Bunnell Ave | | | | |
| **City:** | Homer | **State:** | Alaska | **ZIP:** | 99603 |



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# 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:**

Each shipment of marijuana and marijuana product that arrives at the Cosmic SeaWeed retail store will be inspected by the manager of the day or one of the owners before it is accepted and added to the store's inventory. The shipment product and weights will be reconciled with the transport manifest, shipment labels and packaging labels to ensure accuracy. Any package discrepancies will be rejected. Shipments that are accepted into the facility will be entered into Metrc and the point of sale software and added to the stores inventory, secure storage or display cases. At the end of each business day, the manager will reconcile the day's transactions with Metrc and the POS system. Customers will be greeted near the store entrance by a staff member who will check their state ID for age over 21. Customers will then pass into the retail sales area. They will be able to ask questions, browse available products in glass display cases, and view a menu of available products. Sales transactions will take place at one of multiple point of sale stations. If needed, staff members will advise customers on limits on quantities sold per transaction. Purchased items will be packaged in exit bag child proof packaging.

## 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:**

All customers will enter through the front entrance and be met by a designated staff member who will check their ID. Staff members will be specially trained to look for and recognize a person who is already under the influence. The retail store reserves the right to refuse service for any reason. Customers who appear to be under the influence will be politely asked to return at another time.

| **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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# Form MJ-03: Retail Marijuana Store Operating Plan Supplemental

## 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 will be displayed in locked and secured display cases and cabinets which require a staff member to access. Product displays and point of sale will be in full view of surveillance cameras. Display cases on the non-restricted access retail floor will have only glassware and non-marijuana durable goods such as logo apparel. Marijuana will be placed in the secure displays at business opening, and will only be displayed during business hours. After hours the product will be returned to the vault. Only marijuana that is packaged and labeled in accordance with all state laws and regulations will be accessible for sale to the public. All staff members will be trained and monitored to ensure compliance with with store policies, and that product is secure and accounted for at all times.



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# Form MJ-03: Retail Marijuana Store Operating Plan Supplemental

## Section 6 – Exit Packaging and Labeling

Review the requirements under 3 AAC 306.345.

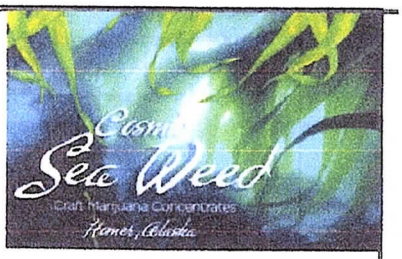
**6.1. Describe how the retail marijuana store will ensure that marijuana and marijuana products sold on its licensed premises will meet the packaging and labeling requirements set forth in 3 AAC 306.345(a):**

Owners or the general manager will be responsible for inspecting and approving all marijuana and products that will be sold. All packaging, equipment, labeling, testing results will be evaluated for good quality control and compliance with regulation. Labels will be checked for (1) name and license number of the manufacturing or cultivation facility, (2) production lot and/or batch number, (3) strain information, (4) net weight of product, (5) packaging date and expiration date, (6) testing lab name and license number. The transport manifest will be checked for:(1) name and license number of supplier, (2) delivery date, (3) start time and estimated arrival time, (4) strain and batch information. Once the intake is approved by the manager, the inventory will be accepted into the facility and logged into Metrc with all the mandatory information designated by AMCO. Both the transport agent and manager will sign paperwork noting the information is correct and the transfer took place. Records will be kept as official business records.
Products sold to customers will be sealed in opaque resealable childproof exit bags and will meet all requirements under 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):**

Packaging example, final artwork to be determined

Retailer: Cosmic SeaWeed License #:21417
Cultivator/Manufacturer: License#:
Strain: Net Weight:
Harvest Batch #: Package #:
Packaging date: Expiration date:
Testing Facility: License #:
THC: THCA: CBD: CBDA: CBN:
Microbial Test:




: 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 and visitors will enter through a single front entrance door. All entrants will be required to present a valid government-issued photo ID showing they are 21 years or older. A valid form of ID includes;(1) an unexpired unaltered passport, (2) and unexpired, unaltered drivers license, instruction permit, or ID card from any US state. (3) an ID card issued by a federal or state agency authorized to issue a drivers license or ID card. All activities will be monitored by video surveillance.

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:**

Cosmic SeaWeed has a disposal plan for marijuana waste and all products that do not meet the company's internal quality standards for any reason. Any marijuana that is identified as contaminated, rejected for quality, or failed; expired marijuana products; and any other materials or containers in contact with marijuana products that risk contamination will be disposed of. Marijuana waste will be stored away from all other products in a locked container inside the facility, and will be rendered unusable prior to leaving the facility for disposal. Marijuana waste will be rendered unusable by grinding or mixing the materials with other compostable and non-compostable material such as food waste, cardboard, paper or coffee grounds, until the mixture is no more that fifty percent 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, and date that it was taken to the dump. The final mixture will be securely stored in locked containers located inside the premises with secure locks.

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

Notary Public
ROBERT L. ANDERSON
State of Alaska
My Commission Expires June 26, 2021

Notary Public in and for the State of Alaska

CHRISTINA LOGAN
Printed name of licensee

My commission expires: JUNE 26, 2021

Subscribed and sworn to before me this 22ND day of MAY, 2019.



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(Additional Space as Needed):



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