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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:	7107 Ventures, LLC	**MJ License #:**		23777	
License Type:	Retail Marijuana Store				
Doing Business As:	ARCTIC HERBERY				
Premises Address:	16021 Sterling Highway				
City:	Cooper Landing	**State:**	Alaska	**ZIP:**	99572

AMCO Received 12/18/2019

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:

Prior to a a typical work day beginning, a Manager or designated employee shall unlock the facility and prepare the establishment for operations. This preparation shall include (1) providing, counting, and logging in the business records money for employee register boxes, (2) stocking display cases and behind the counter areas with marijuana or marijuana product inventory, (3) updating Metrc, (4) reviewing surveillance from closing on the previous day, and ensuring the security of Restricted Access Areas. Thereafter, employees and agents shall arrive to begin their work day. Employees shall (1) receive their register boxes, (2) count their register boxes, (3) verify the amounts, and (4) assist the Manager in stocking display cases and behind the counter areas with marijuana or marijuana product inventory. Thereafter, the establishment shall open for business. When a customer arrives, upon entry, they will be required to present valid government-issued photo identification adequate to verify that they are over the age of 21. Upon verification, they will be permitted to enter the retail area. A customer will be greeted by a staff member of Arctic Herbery who shall cater to their consumer needs while they are on the premises. The employee shall sell marijuana, marijuana product, ancillary products, or merchandise to the customer and log their register and Metrc. Deli-style marijuana will be packaged in a child-resistant, opaque, re-sealable mylar bag, glass jar in a CR cardboard box or CR pop-top container and labeled. After payment, the customer's purchase shall be packaged in an opaque bag or the customer may choose to place purchase in a bag/purse, or their pocket etc. Thereafter, the customer will exit the retail store. Continued on Page 6...

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:

Arctic Herbery has developed a policy to address this scenario. Employees shall be trained to identify visible signs of intoxication, such as bloodshot, glassy eyes, poor balance, and slurred speech. Should an employee observe such influences, Arctic Herbery shall deny the customer entry to the retail store. If the customer is already in the retail area, they will be escorted to the exit. Under no circumstances will an employee sell marijuana or marijuana product to a customer who appears to be under the influence of an alcoholic beverage, inhalant, or controlled substance. If necessary, law enforcement shall be called to enforce this section of the regulations.

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:

Arctic Herbery shall install menu boards behind the point of sale counter to display the inventory of the establishment. The counter shall be a locked glass case which contains products to be displayed. Ancillary goods, such as rolling papers and other merchandise, shall be displayed in a glass storage counter or behind the counter on the wall. Refrigerated products will be housed behind the counter in a refrigerator/cooler. Upon selection and checkout, an employee shall (1) verify identification, (2) verify that there are no visible signs of intoxication, (3) receive payment, (4) update Metrc to reflect the sale, (5) provide change, if any, (6) package the product consistent with the regulations, and (7) finalize the sale. Continued on Page 6..

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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):

Arctic Herbery shall print labels which contain a logo and License Number. The label shall include testing results to include potency and weight of the contents therein. Additionally, the labels printed on-site shall contain the warnings: (1) marijuana has intoxicating effects and may be habit forming and addictive, (2) marijuana impairs concentration, coordination, and judgment. Do not operate a vehicle or machinery under its influence, (3) there are health risks associated with consumption of marijuana, (4) for use only by adults twenty-one and older. Keep out of the reach of children, and (5) marijuana should not be used by women who are pregnant or breast feeding. All products packaged on-site shall be packaged in opaque, resealable child-resistant packaging when the customer leaves the retail store, and shall not exceed one ounce of marijuana, seven grams of marijuana concentrate for inhalation or marijuana or marijuana products that contain more than 5,600 milligrams of THC. Edibles shall be pre-packaged by the manufacturer.

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):

Retailer: Arctic Herbery **License No:** 23777
Cultivator: **License No:**
Harvest Batch No: **Package No:**
Net MJ Weight: **OZ(g)** **Strain:**
Testing Facility: **License No:**
THC: **THCA:** **CBD:**
CBDA: **CBN:**
Microbial Test: **Fungicides:** **Pesticides:** **Herbicides:**
Fertilizers: **Soil Amendment:**

Arctic Herbery
ALASKA'S ORIGINAL HERBERY

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.

Received 2/7/2020

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):

Arctic Herbery shall procure literature which identifies a valid form of photographic identification for each state in the union. Thereafter, should a question of photo identification validity arise, employees shall be trained to refer to that literature. In any event, customers and visitors shall be required to produce a valid photographic identification and it will be checked by Arctic Herbery employees before the customer may enter the retail sales area or the visitor enters the restricted access area.

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:

Arctic Herbery shall store, manage, and dispose of any solid or liquid waste in compliance with all applicable federal, state, and local statutes, ordinances, regulations, and other law. Should Arctic Herbery determine that any of their marijuana or marijuana product is unfit for sale or consumption, expired, or otherwise considered waste under 3 AAC 306.740, then Arctic Herbery shall give the board notice of said waste determination at least three days prior to making the waste of unusable. If the board approves the procedure, then Arctic Herbery shall render the marijuana, marijuana product or liquid waste will be rendered unusable by grinding it down, and mixing it with compostable and non-compostable materials such as; food waste, yard waste, vegetable based grease or oils, paper waste, cardboard waste, plastic waste, oil etc.

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

Bryant D. Thorp
Printed name of licensee

AIMEE ROCUSH
My Commission
NOTARY PUBLIC
Expires 08-29-2023
STATE OF ALASKA

Aimee Rocush
Notary Public in and for the State of Alaska

My commission expires: 8/29/23

Subscribed and sworn to before me this 4 day of December, 2019.

License # 23777

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(Additional Space as Needed):

5.1 Continued: Arctic Herbery will be serving customers Pre-packaged Marijuana. All Marijuana that is Pre-packaged by Arctic Herbery in the packaging area will have corresponding "smell jars" which, will be protected by a plastic, metal, or other protective mesh screen. The "smell Jar" will remain in the monitored custody of the retail marijuana store during consumer inspection. Arctic Herbery will also be producing pre-rolls out of their purchased marijuana flower.

2.1 Continued: At the end of their shifts, or at closing, employees shall count their register drawers and report those figures to the Manager. The Manager shall receive, count, and log all money received throughout the day. The Manager shall review daily employee Metrc entries to ensure compliance with the law. The Manager or a designated employee, shall remove marijuana or marijuana product from behind the counter or display cases and store them in the enclosed, locked area. The Manager will prepare the next day's employee register drawers. Per AMCO regulations, the establishment shall always be closed within the hours of 5:00am and 8:00am.

AMCO Received 12/18/2019