Alcohol and Marijuana Control Office
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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:	Primo Farms North, LLC	**MJ License #:**	24383		
License Type:	Retail Marijuana Store				
Doing Business As:	Primo				
Premises Address:	12870 Old Seward Highway, Space 105				
City:	Anchorage	**State:**	Alaska	**ZIP:**	99515

AMCO Received 2/28/2020

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 Primo will be inspected by the licensee, manager or a designated employee before it is accepted and added to the store's inventory. The shipment will be cross-referenced with the transport manifest, shipping labels and packaging labels to ensure there are no discrepancies, if any discrepancies are found, the shipment will be rejected. Shipments that pass initial inspection will be accepted into the facility, entered into Metrc and the POS (point of sale) software and added to the store's inventory storage or display cases. At the end of each business day, the licensee, manager or designated employee will reconcile the sale's transactions from the POS with the inventory on hand and in Metrc to verify the counts are correct and identify any discrepancies so they can be addressed immediately. Marijuana and marijuana product will be stored in a secured storage room until ready to be sold. Customers and visitors will be greeted by a Primo employee when they enter the retail store which is when Customers and Visitors are required to show their Government issued photo identification. If they are a visitor, a Primo employee will notify the licensee or manager that they have arrived. Customers will be free to approach the retail sales counter and discuss any and all products and browse the store selections. Once the customer makes a selection, the product will be weighed, packaged and labeled (in deli-style purchases), or labeled (in pre-packaged containers) and processed through the Point of Sale system.

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:

Employees of Primo 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, Primo 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;** DF

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

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

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

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

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?	☐	☑

AMCO Received 2/28/2020

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). DF

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. DF

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

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

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

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

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

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 and marijuana products will be displayed and dispensed for sales within the designated restricted access areas, unreachable to customers. Signage stating "Restricted Access Area", "Visitors Must Be Escorted", will be posted at the access points that lead behind the counter. Marijuana and Marijuana products will be displayed in locked, glass display cases, on shelving along the wall behind the display case/point of sale counter and in a fridge/freezer behind the point of sale counter. Product displays, point of sale systems, etc 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 and marijuana products will be secured at all times. Continued on Page 6...

AMCO Received 2/28/2020

Form MJ-03: Retail Marijuana Store Operating Plan Supplemental

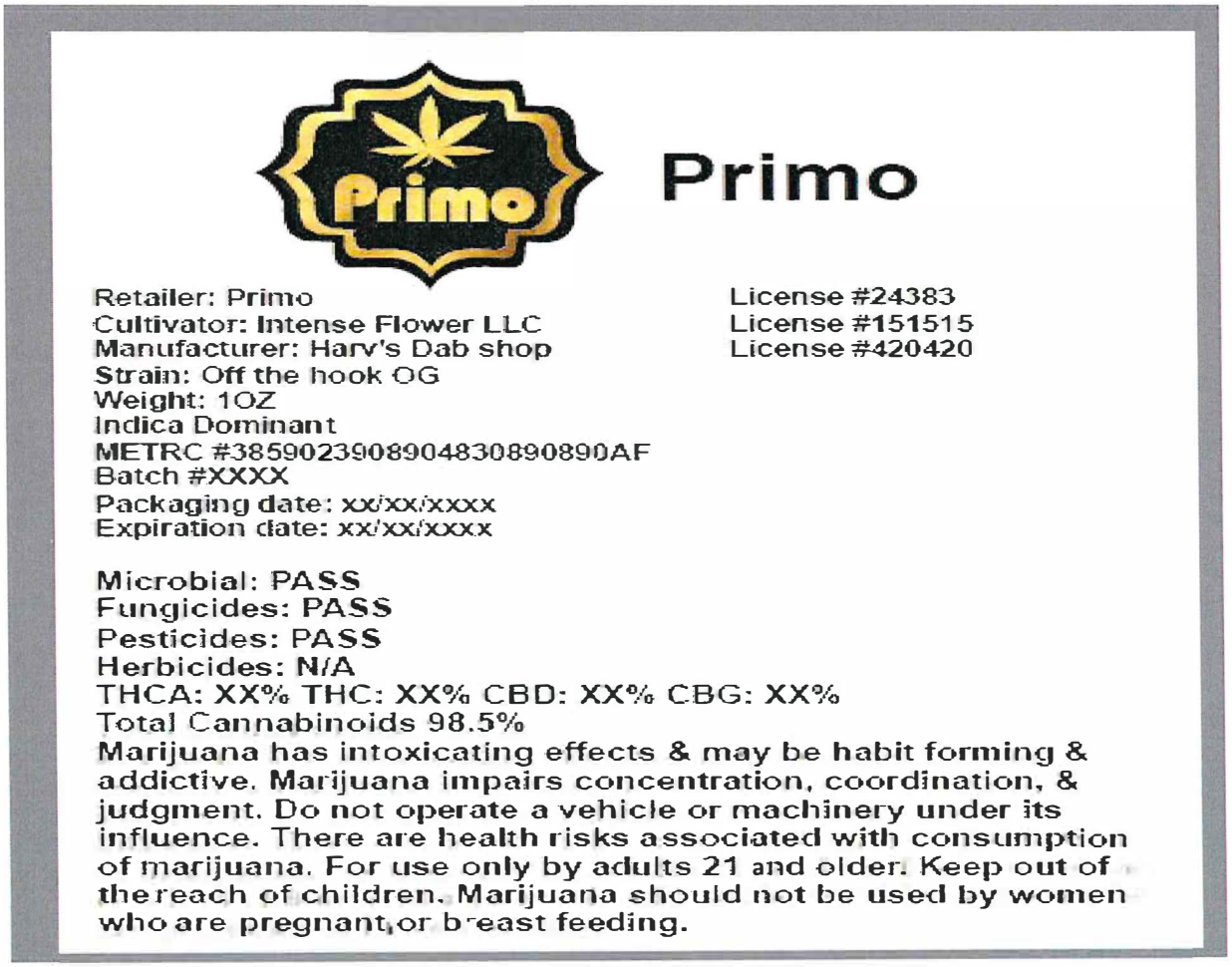
Section 6 – Exit Packaging and Labeling

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):

The licensee, manager or a designated employee will inspect all shipments of marijuana and marijuana products that arrive at the retail store. Shipments will be inspected for quality and consistency with the transport manifest and shipping labels, and for regulatory compliance. 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 the product; (5) packaging date and expiration date; and (6) testing lab name and license number. 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 information. Once a delivery is approved, the inventory will be added to Metrc with all required information. The shipment information will be both recorded in Metrc and stored on-site as official business records. Both the transporting agent and the licensee, manager or designated employee will sign all paperwork and documents expressing that all information is deemed correct and the transfer took place. If any information is not correct, the shipment will be refused.

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):



Received 3/3/2020

Form MJ-03: Retail Marijuana Store Operating Plan Supplemental

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):

Primo 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 valid, government-issued photo identification.. Cont'd on page 6

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. DF

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:

Primo 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 Primo 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 Primo shall give the board notice of said waste determination at least three days prior to making the waste of unusable. Primo 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. All waste will be stored in a locked marijuana waste storage bin until it is rendered unusable and then disposed of in the shared dumpster until it is collected by the municipal waste truck and taken to the local 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. DF

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

Signature of licensee

Dan Ferguson

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: 8/29/2023

Subscribed and sworn to before me this 27th day of February, 2020.

AMCO Received 2/28/2020

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(Additional Space as Needed):

5.1 Continued: 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. When a customer has made their purchase choice, they will be further assisted by a "budtender", Budtenders will take the customer order whether it be Deli-style or prepackaged in the form of edibles, concentrates, and process the order. All marijuana that is sold Deli-style will be displayed in "smell jars", which will be in immediate supervision of a Primo employee at all times and covered in a plastic, metal or other type of mesh and sealed with tamper-evident tape (which crumbles if you attempt to remove it making attempted theft extremely noticeable) or in sealed viewing/smell jars specifically designed to magnify the "bud" with a removable rubber stopper in the pre-drilled smell holes. Deli-style marijuana sales will be weighed with a certified AMCO compliant scale, and entered into the POS system that integrates with Metrc, seal the product into a child-resistant container, and print the packaging label. The prepackaged products will be displayed in display cases within the restricted access area. Primo may purchase bulk marijuana and roll their own pre-roll marijuana joints and package them in accordance with the regulations and place into pre-labeled mylar bags. Employees will ensure that each marijuana product is in child resistant packaging and placed in an opaque exit package such as; plastic or reusable bag, purse, bag, customer pocket etc. prior to customer leaving the retail store.

7.1 Continued: Employees of Primo will greet all customers and check each ID when the customer enters the retail store. No individual will be allowed to be in the retail store without showing aforementioned Identification regardless of how familiar the person is to the employee(s). Employees will be trained to identify forgeries and inconsistencies in ID's and will utilize an ID guide to help recognize ID's from other states and countries. The licensee or manager will be on hand to help manage customer ingress and egress on the sales floor. If an ID is not in compliance for any reason, the customer will be asked to leave, and law enforcement will be contacted if necessary.

AMCO Received 2/28/2020