CORRESPONDENCE

From:	Marijuana Licensing (CED sponsored)
To:	efrollins@hotmail.com
Cc:	Marijuana Licensing (CED sponsored)
Subject:	25721 Gold Leaf Farms Limited Cultivation NEW Application Completion Notice
Date:	Wednesday, December 30, 2020 12:45:10 PM
Attachments:	25721 New Applicant Notice NOTICE.pdf

Hello,

Thank you for your corrections. Attached is correspondence regarding your marijuana establishment application. Please direct all correspondence to marijuana.licensing@alaska.gov.

Thank you,

Randi Baker

Occupational Licensing Examiner
Alcohol and Marijuana Control Office
Phone: 907.269.0350
Cell: 907.717.3640
alcohol.licensing@alaska.gov
marijuana.licensing@alaska.gov

Please consider the environment before printing this e-mail.

Make sure to include your license number in the subject line of emails

ALCOHOL ONLY Deadline Reminders:

- 12/31/20 at 11:59PM – deadline for 2021/2022 renewal applications to be sent emailed/postmarked/dropped off to avoid incurring $500 late fee charges per AS 04.11.270.
- 2/28/21 at 11:59PM – deadline for 2021/2022 renewal applications and all fees to be emailed/postmarked/dropped off in order to avoid expiration of the liquor license and mandatory cessation of alcohol sale, service, manufacture, and/or storage at the establishment per AS 04.11.540.
- 3/12/21 at 11:59PM – new, transfer, 2021/2022 renewal applications and all required corrections must be deemed complete by an AMCO Examiner to be considered for next ABC meeting scheduled for March 30, 2021.

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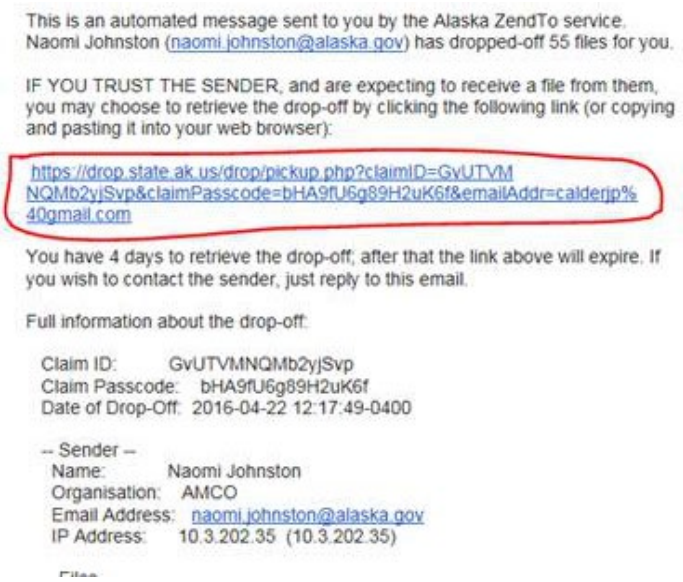
From: Marijuana Licensing (CED sponsored)
To: Nakano, Lloyd M (DPS); Bowden, Pam A (DPS); Fisher, Timothy W (DPS)
Cc: Marijuana Licensing (CED sponsored)
Subject: 25721 Gold Leaf Farms- Limited Cultivation NEW Application FIRE Notice
Date: Wednesday, December 30, 2020 12:32:41 PM
Attachments: 25721 Fire Only-for Cultivation NOTICE.pdf

Dear Fire Marshal officials,

Please find the attached notification for a new marijuana establishment license. Direct all correspondence to marijuana.licensing@alaska.gov.

The application and all supporting documentation will be sent to each of you via the State of Alaska Drop Box called ZendTo.

You will receive an email that looks like this:



This is an automated message sent to you by the Alaska ZendTo service.
Naomi Johnston (naomi.johnston@alaska.gov) has dropped-off 55 files for you.

IF YOU TRUST THE SENDER, and are expecting to receive a file from them, you may choose to retrieve the drop-off by clicking the following link (or copying and pasting it into your web browser):

https://drop.state.ak.us/drop/pickup.php?claimID=GvUTVMNQMb2yjSvp&claimPasscode=bHA9fU6g89H2uK6f&emailAddr=calderjp%40gmail.com

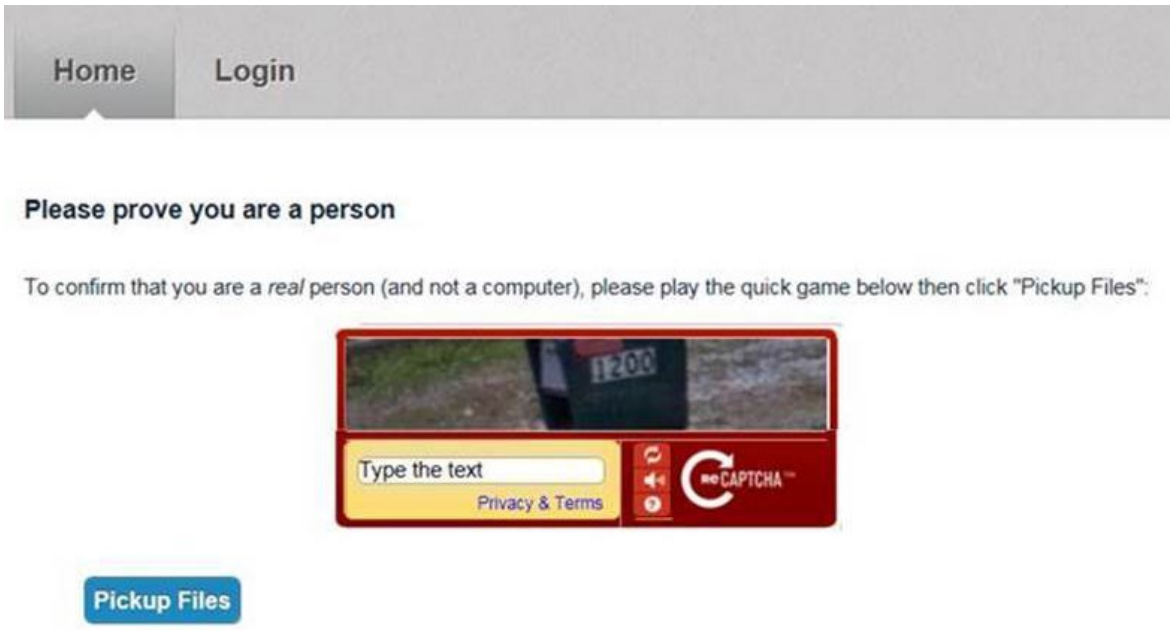
You have 4 days to retrieve the drop-off; after that the link above will expire. If you wish to contact the sender, just reply to this email.

Full information about the drop-off:

Claim ID: GvUTVMNQMb2yjSvp
Claim Passcode: bHA9fU6g89H2uK6f
Date of Drop-Off: 2016-04-22 12:17:49-0400

-- Sender --
Name: Naomi Johnston
Organisation: AMCO
Email Address: naomi.johnston@alaska.gov
IP Address: 10.3.202.35 (10.3.202.35)

Click the link that is circled in red in the image above. You should be redirected to a page similar to this:



Type the text that is displayed in the image and hit enter. In this example you would type "1200" into the field that says "type the text".

Your Files should appear:

Drop-Off Summary

Click on a filename or icon to download that file.

Filename	Type	Size	Description
ABCAgenda.pdf	application/pdf	472.3 KB	
Tab1.pdf	application/pdf	416.6 KB	
Tab10.pdf	application/pdf	259.1 KB	
Tab11.pdf	application/pdf	1.9 MB	
Tab12.pdf	application/pdf	1.7 MB	
Tab13.pdf	application/pdf	10.0 MB	
Tab14.pdf	application/pdf	3.5 MB	
Tab15.pdf	application/pdf	1.4 MB	
Tab16.pdf	application/pdf	513.9 KB	
Tab17.pdf	application/pdf	812.2 KB	

Click the blue link for each tab. You can download and save them however you wish.

Randi Baker

Occupational Licensing Examiner
Alcohol and Marijuana Control Office
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Cell: 907.717.3640
alcohol.licensing@alaska.gov
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From: AMCO Local Government Only (CED sponsored)
To: adam.bradway@matsugov.us; permitcenter@matsugov.us; spevan@houston-ak.gov; sschug@houston-ak.gov; vthompson@houston-ak.gov; ahansen@houston-ak.gov; alex.strawn@matsugov.us
Cc: AMCO Local Government Only (CED sponsored)
Subject: 25721 Gold Leaf Farms- Limited Cultivation NEW Application
Date: Wednesday, December 30, 2020 12:21:45 PM
Attachments: 25721 LGB Notice MSB and CofH NOTICE.pdf

LGB NOTI

Dear local government officials,

Please find the attached notification for a new marijuana establishment license. Direct all correspondence to amco.localgovernmentonly@alaska.gov.

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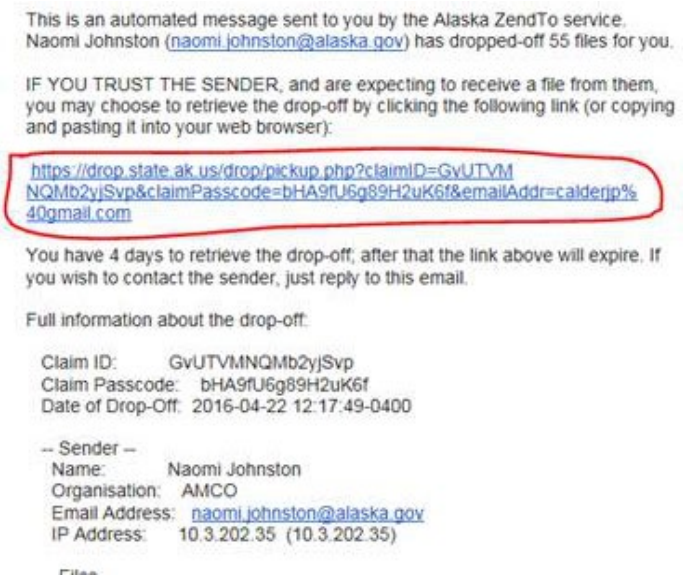

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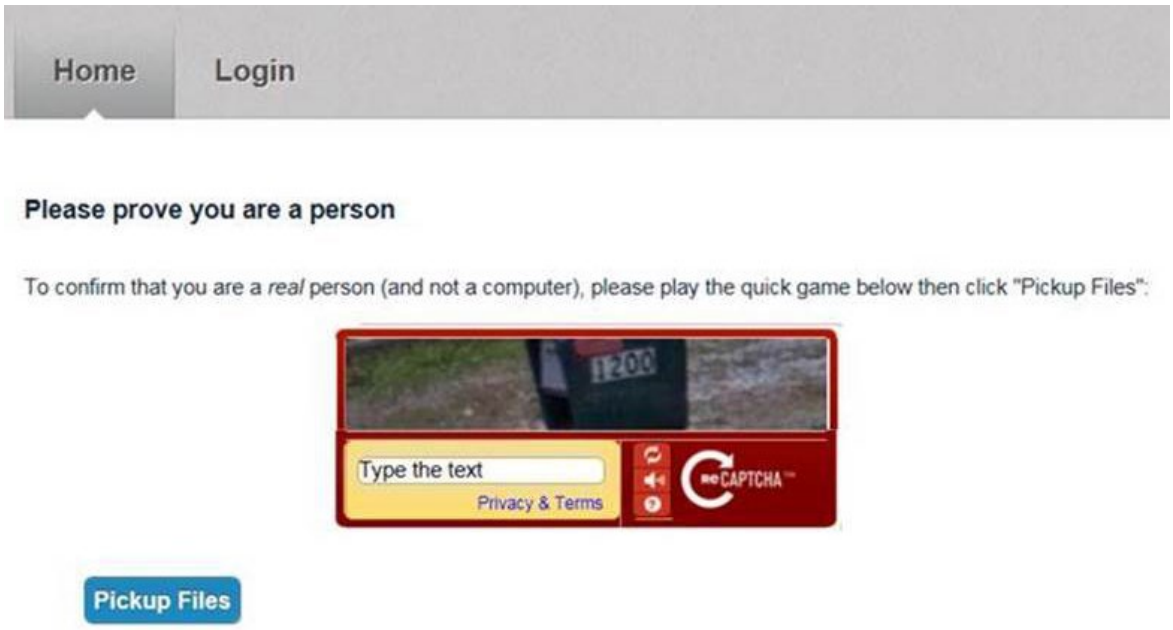

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Cc:	Marijuana Licensing (CED sponsored)
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Date:	Wednesday, December 30, 2020 12:45:10 PM
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THE STATE of ALASKA
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community, and Economic Development

Alcohol and Marijuana Control Office

550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

November 25, 2020

Edward F Rollins
DBA: Gold Leaf Farm
Via email: efrollins@hotmail.com

Re: Limited Marijuana Cultivation Facility License #25721

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-01 Operating Plan**
  - Page 2 is missing
    - Send page 2
  - 3.3
    - Employee badges must include Photo, Business DBA, and legal name of the employee
    - Visitor badges must have the word "VISITOR" printed in a manner consistent with identifying visitors as such.
  - 3.7
    - Need to add contact law enforcement if trespasser does not leave premises
  - 3.14
    - How long will you keep records on file? Which records do you keep in the office, and which ones are kept offsite?
    - Statement needs to include "will provide to enforcement upon request"
  - 4.2
    - Is there a backup for these files?
    - How long will you keep these records?
  - 6.4
    - Employees must be familiar with regulation.
      - Add to the narrative

- **8.1**
    - Transporter must have an active Marijuana handler card
        - Add to the narrative

- **MJ-02 Premises Diagram**
  - Diagram 1
    - Label each diagrams according to the MJ-02 directions
    - Outline or shade in the licensed premises
    - Outline or shade the restricted access areas in the licensed premises to exclude the bathroom
      - The bathroom can be part of the licensed premises, but not the restricted access area
      - Use a different color for the licensed premises, and the restricted access areas, please.
    - Diagram 3- Page labeled "Round Table Drive"
      - Clearly indicate which area of the property will be the licensed premises.
        - Outline that area in red
    - Diagram 4-
      - Label each diagram according to the MJ-02 directions

- **MJ-04 Supplemental Operating Plan- Marijuana Cultivation Facility**
  - 4.7
    - Include a narrative on carbon dioxide management to be used at the marijuana cultivation facility.
      - If you are not using carbon dioxide, state so on the application
  - 8.2
    - Provide a sample label
- **Deed**
  - Please provide a tax assessment that shows Edward Rollins ownership of the property at the mailing address of
    - 12428 Round Table Drive Houston, Alaska 99623
- **Applicant's Alaska Residency**
  - I am not able to verify Alaska residency currently.
    - If you have documentation showing eligibility for the 2020 Permanent Fund Dividend, submit it via email.
    - If you have not and do not intend to apply for the PFD, please let us 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,

Randi Baker, Occupational Licensing Examiner
For,
Glen Klinkart, Interim Director
marijuana.licensing@alaska.gov

From:	Marijuana Licensing (CED sponsored)
To:	efrollins@hotmail.com
Cc:	Marijuana Licensing (CED sponsored)
Subject:	25721 Incomplete New Application Notice
Date:	Wednesday, November 25, 2020 1:56:48 PM
Attachments:	25721 Gold Leaf Farms Incomplete Email.pdf

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

Please make sure to read the entire notice. If the submitted corrections for your application are inadequate to deem your application complete, or your application is still incomplete after ninety (90) days from the date of this notice, your application will be returned to you in accordance with 3 AAC 306.025(e)(1) and 3 AAC 306.025(f). Should you wish to continue pursuing licensure, it would be necessary to file a new application and pay new fees.

Ninety-day Due Date: February 23, 2021

Let us know if you require copies of any submitted documents, and feel free to email if you need clarification on any items in the Incomplete Notice. Correspondence should be sent to marijuana.licensing@alaska.gov.

Randi Baker

Occupational Licensing Examiner
Alcohol and Marijuana Control Office
Phone: 907.269.0350
alcohol.licensing@alaska.gov
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