CORRESPONDENCE

THE STATE of ALASKA
GOVERNOR MIKE 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

February 11, 2022

Checkmate Harvest Company, LLC
DBA: Checkmate Harvest Company
Via email: derekclark10@hotmail.com

Re: Standard Marijuana Cultivation Facility license #24115

Dear applicant,

AMCO 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-02 Premises Diagram –** you have good diagrams. I just need minor additional info.
  - on your Diagram #1a, please show how you get into the "owner housing". On the legend, label the Restricted Access Area as licensed premises, too.
  - On your Diagram#1b, your bathroom should be licensed premises, but not restricted access area. Every restricted access area needs a camera, and if the bathroom is being used as a bathroom it should not have a camera.
  - On your Diagram #3, please outline what you have right to possession/lease to.

- **MJ-07 Public Notice Posting Affidavit**
  - Your notice to the public is expired (3 AAC 306.025(c)). The last day you posted your Public Notice at the proposed location and Carrs/Safeway was 1/21/2020, your application went in the queue October 2021. Please post a copy of your Public Notice for ten days at the location of the proposed premises and another conspicuous location (Carrs/Safeway is fine). I will need a new MJ-07 completed by you after the posting.

- **MJ-08 Local Government Notice Affidavit**
  - Your notice to the local government and community council notice is expired (3 AAC 306.025(c)), you notified them on 1/14/2020, your application went in the queue October 2021. Please provide the local government and the community council, each, a copy of the Public Notice again. I will need a new MJ-08 completed by you.

- **Publisher's Affidavit**

- Your newspaper ad is expired (3 AAC 306.025(c)), the last run was 1/24/2020, your application went in the queue October 2021. Please run the newspaper ad once a week for three consecutive weeks. The text of the newspaper ad itself is accurate, so make sure it reads the same way. I will need a new Affidavit of Publication for that.

- **Proof of Possession for Proposed Premises**
  - The lease you submitted with this application is to Checkmate Harvest, LLC, the applicant of this marijuana facility license is Checkmate Harvest Company, LLC (basically, the entity name on the lease is missing the word "company"). I need a lease where **Checkmate Harvest Company, LLC** is the tenant/lessee.

- **Entity Documents**
  - Part of our process is to check Division of Corporations (a separate state agency) for the ownership structure of the company. When I look up Checkmate Harvest Company, LLC, only Janet Clark is listed as a member of this LLC. https://www.commerce.alaska.gov/cbp/main/Search/EntityDetail/10120662 . Please contact Division of Corporations and file the necessary paperwork to add Derek Clark as a member/official of this company. I will need a copy of any paperwork you submit to that other state agency. Please keep in mind that the percentages will need to equal 100%. This paperwork will go with your LLC's Operating Agreement which we have.

- **Applicant's Residency**
  - Derek, will you be filing for the PFD this year? And if you are, is it possible you can apply now, and then let me know when you have. If you are not filing for the PFD this year, let me know too. Please do not send me personal identifying information by email, I do not need it.

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. That deadline is May 12, 2022.

Respectfully,

Jane P. Sawyer, Regulations Specialist
For,
Glen Klinkhart, Director
marijuana.licensing@alaska.gov