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:	High Society Cannabis, LLC	**MJ License #:**	30395		
License Type:	Retail Marijuana Store				
Doing Business As:	High Society Cannabis				
Premises Address:	708 Alaska Street, Unit A				
City:	Palmer	**State:**	Alaska	**ZIP:**	99645

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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:

At the beginning of a workday, an Agent ('Agent' is a term inclusive of all employees, managers, & licensees) shall unlock and disarm the facility and prepare the establishment for operations. These preparations shall include: providing, counting, and logging in the business records money for employee register boxes; stocking display cases and behind the counter areas with marijuana or marijuana product inventory; updating Metrc; reviewing surveillance from the previous evening; ensuring the security of Restricted Access Areas; and, opening the facility for business. Customers will be greeted once they enter the store by a High Society Cannabis Agent who will check their ID and watch for signs of impairment. Once ID has been verified, customers will enter the sales floor and be able to ask questions, view/smell samples of product in closed glass jars that will be covered in a mesh plastic, metal or similar with tamper evident tape on the lid and connected to or stored behind the counter, and browse available products on the television screens mounted behind the counter. Sales transactions will take place at the point of sale station. Once a sales transaction is complete, customers will be guided to the store exit. High Society Cannabis Agents will be trained on the importance of the limits on quantity sold per transaction and the exit packaging requirements set forth in the regulations.
Each shipment of marijuana or marijuana product that arrives at the retail store will be carefully inspected by a High Society Cannabis Agent before it is accepted and added to the store's inventory. The shipment will be reconciled with the transport manifest, shipment labels and packaging labels. Accepted shipments will be entered into Metrc and the point-of-sale software. Any shipments with discrepancies will be rejected.

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:

Agents shall be trained to observe visitors for signs that the latter are under the influence of alcoholic beverages, inhalants, or other controlled substances. Should an Agent observe such signs, the Agent shall deny the visitor entry to the restricted access retail area and refuse any sale. If the visitor is already in the restricted access retail area, then they will be escorted to the exit and instructed to leave the premises. Under no circumstances will High Society Cannabis or any of its Agents sell marijuana or marijuana product to a visitor who: appears to be under the influence of an alcoholic beverage, inhalant, or controlled substance; is not physically present on the licensed premises; or, has not provided a valid government-issued photo identification. If necessary, law enforcement shall be contacted to enforce these policies.

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:

High Society Cannabis will install lockable transparent display cases and shelving where marijuana or marijuana products will be displayed within packages or "deli-style" jars. Marijuana products, such as extracts or distillates, shall be displayed in their packaging on the wall behind the counter and in display cases. Ancillary marijuana products shall be displayed in a similar manner as described above, but in separate cases and areas than marijuana or marijuana product. Surveillance cameras will constantly capture all areas where marijuana is kept. Signs will be posted at all access points to restricted access areas that shall state, "Restricted Access Area: Visitors Must Be Escorted". All Agents will be trained on High Society Cannabis display and security policies, to ensure that all regulations concerning the display and sale of marijuana and marijuana products are followed. The store may also sell marijuana 'deli-style', which will allow customers to purchase custom quantities of marijuana flower. Deli-style jars will be prominently labeled with the strain name. Any deli-style product selected will be carefully weighed using certified scales and placed in regulation-compliant child-resistant packaging. All marijuana sold will be placed in opaque exit packaging before leaving the premises, to ensure that no marijuana is ever visible from the public right-of-way.

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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):

All shipments of marijuana and marijuana products that arrive at the retail store will be inspected by a High Society Cannabis Agent. Shipments will be inspected for quality and regulatory compliance, as well as consistency with the transport manifest and shipment labels. 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 by the Agent, the inventory will be accepted into the retail store's point-of-sale system and Metrc inventory, with all AMCO mandated information. The shipment information will be both recorded electronically in Metrc and stored as an official business record. Both the transporting agent and the High Society Cannabis Agent will sign all paperwork documenting that the transfer is considered correct and complete. If any of the preceding information is missing or incorrect, the shipment shall be rejected.

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: High Society Cannabis **License No:** *Logo to be added
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:**
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.

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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 agents of High Society Cannabis will be trained on how to spot fraudulent or adulterated identification and will be provided with an ID guide to assist in identifying the same. No marijuana will ever be sold to any person who is: not physically present in the licensed premises; noticeably under the influence of alcohol, inhalants, or any controlled substance, or who is suspected of being so; not proven to be above the age of twenty-one (21), having provided valid government-issued photo identification. Agents will check and verify all customers' IDs before any customer is allowed into the premises.

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:

High Society Cannabis Agents will store, manage, and dispose of all solid and liquid waste with the highest standard of care to ensure compliance with all regulations. Marijuana that will be disposed of as waste includes: (1) marijuana that is identified as contaminated, infected or is otherwise rejected for quality; (2) marijuana and marijuana products that reach their expiration date; (3) any other materials or containers in contact with marijuana products that risk contamination (4) any other marijuana or marijuana product deemed as waste by a High Society Cannabis Agent, or AMCO. Marijuana waste will be stored away from all other products in a locked container on the premises and will be rendered unusable prior to leaving the store for disposal. A notice, via email, on a form prescribed by the board, will be sent to AMCO enforcement not later than three (3) days prior to rendering the waste unusable. Marijuana waste will be rendered unusable by grinding the material and mixing it with other compostable and non-compostable, non-marijuana material such as, food waste, cardboard, paper, and yard waste; until the resulting mixture is no more than fifty percent (50%) marijuana waste. A waste log will be maintained as an official business record that will track the following: type of waste, material mixed with, date of disposal, date it was rendered unusable, reason for wastage, and the final disposal destination. Like all business records, waste logs will be made available to AMCO upon request. High Society will either contract with a city waste disposal company or designate an Agent to take the waste 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.

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

Signature of licensee

Lucy Rayo

Printed name of licensee

ALEX HALCOM STATE OF ALASKA NOTARY PUBLIC COMMISSION #210527008 EXPIRES MAY 27TH, 2025

Alex Halcom

Notary Public in and for the State of Alaska

My commission expires: _____

Subscribed and sworn to before me this 3rd day of August, 2021.

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(Additional Space as Needed):

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