Alcohol and Marijuana Control Office
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Anchorage, AK 99501
marijuana.licensing@alaska.gov
https://www.commerce.alaska.gov/web/amco
Phone: 907.269.0350

Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

What is this form?

An operating plan is required for all marijuana establishment license applications. Applicants should review **Title 17.38** of **Alaska Statutes** and **Chapter 306** of the **Alaska Administrative Code.** This form will be used to document how an applicant intends to meet the requirements of those 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(c).

What must be covered in an operating plan?

Applicants must identify how the proposed premises will comply with applicable statutes and regulations regarding the following:

- Control plan for persons under the age of 21
- Security
- Business records
- Inventory tracking of all marijuana and marijuana product on the premises
- Employee qualification and training
- Health and safety standards
- Transportation and delivery of marijuana and marijuana products
- Signage and advertising

Applicants must also complete the corresponding operating plan supplemental forms (**Form MJ-03, Form MJ-04, Form MJ-05,** or **Form MJ-06)** to meet the additional operating plan requirements for each license type.

Section 1 – Establishment & Contact Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	CDLW, INC	**MJ License #:**			29087
License Type:	Retail Marijuana Store				
Doing Business As:	Alice's				
Premises Address:	12111 Horseshoe Drive, Suite 1				
City:	Eagle River	**State:**	Alaska	**ZIP:**	99577

Mailing Address:	PO Box 772706				
City:	Eagle River	**State:**	Alaska	**ZIP:**	99677

Designated Licensee:	Walter Adolphs		
Main Phone:	907-622-0606	**Cell Phone:**	
Email:	walt@alices-ak.com		

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Section 2 – Control Plan for Persons Under the Age of 21

2.1. Describe how the marijuana establishment will prevent persons under the age of 21 from gaining access to any portion of the licensed premises and marijuana items:

Alice's is deeply committed to taking the necessary security measures in preventing individuals under the age of twenty-one (21) years old from accessing any part of the licensed premises. Alice's values following all regulations at all times in order to safely serve individuals who are of legal age to purchase marijuana and marijuana product. Under no circumstances will persons under the age of twenty-one (21) be allowed on the premises. The management team (which includes store managers and licensees, hereinafter referred to collectively as "Management") or designated employees will regularly perform unscheduled perimeter patrols to check for underage individuals. If underage individuals are discovered during these patrols, they will be promptly escorted off the licensed premises; law enforcement may be contacted to help enforce this policy. Signage stating, "No One Under 21 Years of Age Allowed" will be prominently posted around the exterior and throughout the interior of the licensed premises, including on the front entrance door and at the identification (ID) check-in window in the entry lobby. Signs will be no less than twelve inches by twelve inches (12"x12"), with letters no less than one-half inch (1/2") in height and in a high contrasting color with the background of the sign. Alice's will refuse entrance or escort off the premises at any time any individual who cannot produce a valid, government-issued photo ID for thorough inspection, regardless of how old they appear or how familiar they are to the employee. The only acceptable forms of ID are unaltered, unexpired passports; unexpired, unaltered driver's licenses, instruction permits, or ID cards of any state or territory of the U.S., the District of Columbia, or province in Canada; and ID cards issued by a state or federal agency that is authorized to issue driver's licenses or ID cards. Employees will be trained on recognizing ID inconsistencies and forgeries. Additionally, employees will be given ID guides to help identify IDs from other states and countries. Employees will perform another ID inspection on customers at time of their purchase.

Section 3 – Security

Restricted Access Areas (3 AAC 306.710):

3.1. Describe how you will prevent unescorted members of the public from entering restricted access areas:

Alice's will utilize a variety of practices and equipment to prevent unescorted individuals from gaining entry into restricted access areas. The facility will be equipped with continuous video surveillance cameras, an alarm system, and motion-detecting lighting around the exterior of the building, including at all points of egress and ingress. Cameras and lighting will also cover the parking area. There will be additional video surveillance throughout the interior of Alice's, including at all entrances and exits, security doors, restricted access areas, the ID check-in window, the point-of-sale (POS) counters, all windows, and the secured office. Surveillance footage will be monitored by both a third-party security company at an off-site security center and management on their mobile devices. The restricted access area doors will be constantly locked and will have spring-loaded hinges that force the doors to close after someone enters or exits. There will be signs at every restricted access area entrance and door stating, "Restricted Access Area - Visitors Must Be Escorted." There will also be signs stating, "Video Surveillance in Progress" displayed explicitly around the outside and inside of the licensed premises. All signs will follow the same dimensions and color contrast as previously mentioned in Section 2.1. There shall be at least one (1) employee behind the counter at all times, in order to prevent customers from entering restricted access areas behind the counter. Approved and scheduled visitors to the restricted access areas must always wear their facility-provided visitor badges and be accompanied by management or designated employee (detailed visitor protocol to follow in Section 3.2).

3.2. Describe your recordkeeping and processes for admitting visitors into and escorting them through restricted access areas:

Alice's will diligently maintain visitor logs, and will require its employees and any visitors to follow the facility's visitor policies & procedures at all times. With the exception of AMCO agents, law enforcement, or other duly-authorized officials (such as agents of the Municipality of Anchorage or the Anchorage Health Department, or emergency-response personnel), all other visitors to the restricted access areas must schedule an approved visit in advance with management. Upon arrival, visitors will enter through the front entrance door and have their IDs inspected for validity, identity confirmation, and date of birth by an employee. Entry will not be allowed without presenting a valid, government-issued photo ID. Visitors will then record into the Visitor's Log their full name, date, time of entry to the restricted access area, and the purpose of the visit (Alice's requirement, not AMCO's). Visitors will be given visitor badges to conspicuously display on their persons during the entirety of their visit. Likewise, employees and management will wear and display facility staff badges conspicuously on their persons at all times. Before the tour, visitors will be informed of Alice's policies on hygiene, security, safety, regulatory compliance, and other information that may be pertinent to visitors while in the restricted access areas. Management and/or designated employees must escort and actively observe all visitors during the whole duration of the restricted access area visit. There will be no more than five (5) visitors per facility escort during any part of the visit. Facility escorts will document any information related to the visitors, and also note any reportable activity or behavior during the visit. At the conclusion of the visit, the visitors will log the ending time of the visit, return their visitor badges to the staff, and immediately vacate the premises (unless they are browsing or purchasing products on the retail floor). Visitor logs will be managed as official business records, stored on-site in the secured office area, and will be readily available upon AMCO's or MCB's request. Hard copies may be destroyed after seven (7) years.

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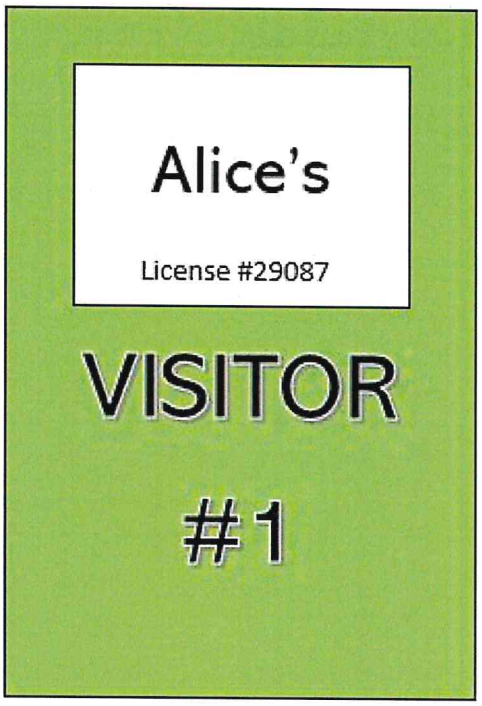
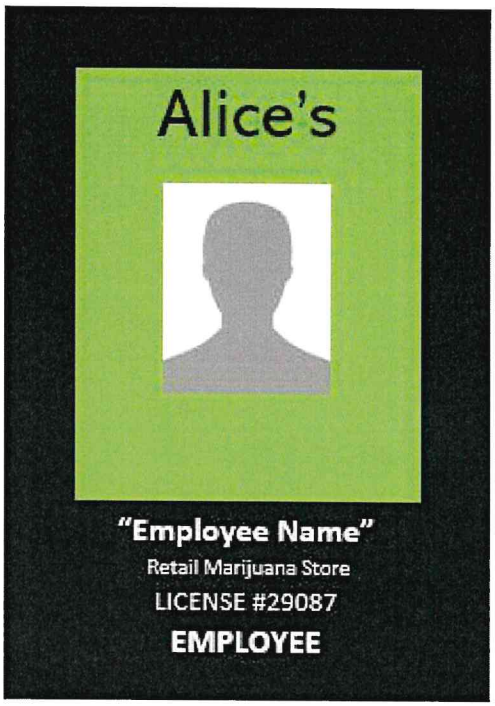
3.3. Provide samples of licensee-produced identification badges that will be displayed by each licensee, employee, or agent while on the premises, and of visitor identification badges that will be worn by all visitors while in restricted access areas:





Security Alarm Systems and Lock Standards (3 AAC 306.715):

3.4. Exterior lighting is required to facilitate surveillance. Describe how the exterior lighting will meet this requirement:

Bright, weatherproof outdoor lighting with motion detecting sensors will be crucial in facilitating Alice's video surveillance footage, as well as deterring criminal mischief on the licensed premises. Commercial LED lights will be installed at angles and inaccessible heights that will illuminate the establishment's exterior, parking lot, any signs, and all doors, and will also assist security cameras in capturing the distinct facial image of anyone within twenty feet (20') of any exterior door. Alice's will ensure that their exterior lighting does not pose a nuisance to neighboring lots while remaining compliant with exterior lighting requirements set forth in the regulations. Management or designated employees will routinely inspect the exterior lighting fixtures to check that all lights are functional, clear of obstructions, and positioned to sufficiently enhance surveillance footage and light the premises' exterior. Additional lighting will be installed if/as needed.

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3.5. An alarm system is required for all license types that must be activated on all exterior doors and windows when the licensed premises is closed for business. Describe the security alarm system for the proposed premises, explain how it will meet all regulatory requirements, and outline your policies and procedures regarding the actions to be taken by a licensee, employee, or agent when the alarm system alerts of an unauthorized breach:

Alice's will contract with a third-party security company to install a regulatory-compliant alarm system, maintain the related equipment, habitually test the devices, and keep continuous watch over the establishment at an off-site security monitoring center. The alarm system will consist of motion detectors in all areas of the building, door sensors on the exterior door, and glass break sensors on every exterior window, all of which will monitor for intrusions. All management and designated employees will be educated on properly using, testing, and troubleshooting the alarm system. The alarm system will always be active whenever the store is closed. If the alarm system is triggered, an automatic notification will electronically alert both the off-site security monitoring center and management's mobile devices. Additionally, the alarm system will set off an audible and visual alert to detract possible intruders. Management will always have remote access to Alice's live security footage via their mobile devices so they can monitor the premises from anywhere at any time. Each morning, the alarm system will be disabled by the first employee or member of management to arrive at the store. Also at that time, management will review security cameras and footage to ensure functionality. The last employee or member of management to close up the shop at night will engage the alarm system and check all doors & windows are locked before leaving the premises. If the alarm system signals a security breach, management will evacuate the building to a planned and secured location, only if it is deemed safe and necessary to do so. Management will immediately contact law enforcement and will follow all of their directives. A designated employee or management will take a head count of all staff and any visitors or customers that were on the premises to account for all persons present at Alice's at the time of the security breach. If it is secure to return, the evacuees will come back to Alice's. All restricted access area visitors will sign out and vacate the premises alongside any customers, while employees stay to inspect for property damage & theft, take inventory, and submit any documentation required by law enforcement and AMCO Enforcement. Furthermore, any knowledge of evidence or circumstances that reasonably indicate theft, inversion, diversion or unexplained disappearance of marijuana, marijuana product, or money from the licensed premises; any security breach of the premises; and any event on the licensed premises that includes law enforcement will promptly be reported via email to AMCO Enforcement within twenty-four (24) hours of discovery.

3.6. Describe your policies and procedures for preventing diversion of marijuana or marijuana product, including by employees:

Any area of Alice's where marijuana or marijuana products are stocked for sale, dispensed for sale, stored, and processed for inventory will be designated as restricted access areas. Only management and designated employees will be permitted in the restricted access areas. All restricted access areas will be under continuous video surveillance. Security cameras will be visible throughout the store, capturing full views of the entryway, check-in window, POS counters, and storage areas for marijuana and marijuana product. All security recording equipment and surveillance screens will be housed in the secured office area. During business hours, all products that are on display will be in specifically labeled areas that are unreachable to customers. Inventory counts must be performed every week and maintained as an official business record. Management will also internally audit the available inventory and reconcile it with what is recorded in Metrc. Alice's recognizes that both inversion and diversion of marijuana or marijuana product are equally profitable for the illegal market and greatly negatively impacts not only the legal marijuana market, but also the community's general economy, safety, and security. Therefore, Alice's will dutifully establish protocols and enforce policies regarding inversion, diversion, and theft of marijuana or marijuana product. Inversion, diversion, or theft discovered by an employee will be immediately reported to management. (Continued on Pg 11...)

3.7. Describe your policies and procedures for preventing loitering:

Alice's will employ business practices and policies that will actively discourage loitering; staff will maintain a noticeable presence in the establishment and around the premises. "No Loitering" and "Video Surveillance in Progress" signs will be explicitly posted around the licensed premises. All signs will follow the same dimensions and color contrast as previously mentioned in Section 2.1. The premises' bright outdoor lighting with motion-detecting sensors will also deter loitering. Management or designated employees will regularly perform unscheduled perimeter patrols to check for loitering individuals. There will be further observation of the premises via constant video surveillance, which will be accessible by security at their off-site monitoring center and by management through their mobile devices & the surveillance screens located in the secured office area. Customers who have completed their purchases and no longer have a purpose inside the retail area will be politely asked to leave if they continue loitering. Management or a designated employee will verbally request loiterers to promptly vacate the premises, per the "no loitering" policy, or else law enforcement will be contacted to help enforce this policy.

You must be able to certify the statement below. Read the following and then sign your initials in the box to the right: Initials

3.8. I certify that if any additional security devices are used, such as a motion detector, pressure switch, and duress, panic, or hold-up alarm, to enhance security of the licensed premises, I will have written policies and procedures describing their use.

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Video Surveillance (3 AAC 306.720):

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

3.9. The video surveillance and camera recording system for the licensed premises covers each restricted access area, and both the interior and exterior of each entrance to the facility.

3.10. Each video surveillance recording: is preserved for a minimum of 40 days, in a format that can be easily accessed for viewing (consistent with the Alcohol & Marijuana Control Office's approved format list); clearly and accurately displays the time and date; and is archived in a format that does not permit alteration of the recorded image.

3.11. The surveillance room or area is clearly defined on the Form MJ-02: Premises Diagram that is submitted with this application.

3.12. Surveillance recording equipment and video surveillance records are housed in a designated, locked, and secure area or in a lock box, cabinet, closet or other secure area where access is limited to the licensee(s), an authorized employee, and law enforcement personnel (including an agent of the Marijuana Control Board).

3.13. Describe how the video cameras will be placed to produce a clear view adequate to identify any individual inside the licensed premises, or within 20 feet of each entrance to the licensed premises:

Multiple security cameras will be installed at inaccessible heights and angles throughout the interior and around the exterior of Alice's to record all areas of the premises, including each side of the building's exterior, the parking lot, and the entrance. Alice's will ensure the cameras are situated in a manner that avoids obstructions from display cases, posts, fixtures, or other equipment. The cameras will be affixed in a way that best captures the distinct facial image of anyone inside the building (including at restricted access area doors) and within twenty feet (20') of the exterior door. Management will always have remote access to Alice's live security footage via their mobile devices so they can monitor the premises from anywhere at any time. Cameras will be weatherproof and strategically placed to hamper attempts at vandalism. Bright lighting (as mentioned in Section 3.4) will also improve the footage quality of the security cameras. Alice's will install a failure notification system that will signal an audible and visual alert when there is a malfunction in the electronic monitoring system. If there is a power outage, cameras and recording equipment will continue running on emergency battery-supported power for at least one (1) hour. Management or a designated employee will routinely inspect all cameras to ensure they are properly functioning, have clear viewpoints, and are in optimum positions that cover the entirety of Alice's.

3.14. Describe the locked and secure area where video surveillance recording equipment and original copies of surveillance records will be housed and stored, and how you will ensure the area is accessible only to authorized personnel, law enforcement, or an agent of the Marijuana Control Board. If you will be using an offsite monitoring service and offsite storage of video surveillance records, your response must include how the offsite facility will meet these security requirements:

All security camera recordings and equipment will be housed in the secured office area. The only individuals permitted in the secured office will be management, AMCO & MCB officials, and law enforcement. The office door will be constantly locked, only accessible by a personalized passcode entry, and will have spring-loaded hinges that forces the door to close after someone enters or exits. Alice's security system will be protected by password to avoid data alteration. All recording data will be securely stored and maintained for no less than forty (40) days as an official business record. Security footage will be available for upload to a separate hard drive in case it is needed longer for civil, criminal, or administrative investigations. All security recordings will be stamped with the time and date, and saved as a file type that cannot be visually or audibly manipulated. All surveillance recordings and data will be readily accessible for AMCO, AMCO Enforcement, MCB, and law enforcement upon their requests.

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Section 4 – Business Records

Review the requirements under 3 AAC 306.755. All licensed marijuana establishments must maintain, in a format that is readily understood by a reasonably prudent business person, certain business records.

4.1. I certify that the following business records will be maintained and kept on the licensed premises: Initials

a. **all books and records necessary to fully account for each business transaction conducted under my license for the current year and three preceding calendar years** *(records for the last six months must be maintained on the licensed premises; older records may be archived on or off-premises)*;

b. **a current employee list setting out the full name and marijuana handler permit number of each licensee, employee, and agent who works at the marijuana establishment;**

c. **the business contact information for vendors that maintain video surveillance systems and security alarm systems for the licensed premises;**

d. **records related to advertising and marketing;**

e. **a current diagram of the licensed premises, including each restricted access area;**

f. **a log recording the name, and date and time of entry of each visitor permitted into a restricted access area;**

g. **all records normally retained for tax purposes;**

h. **accurate and comprehensive inventory tracking records that account for all marijuana inventory activity from seed or immature plant stage until the retail marijuana or retail marijuana product is sold to a consumer, to another marijuana establishment, or destroyed;**

i. **transportation records for marijuana and marijuana product, as required by 3 AAC 306.750(f); and**

j. **registration and inspection reports of scales registered under the Weights and Measures Act, as required by 3 AAC 306.745.**

4.2. A marijuana establishment is required to exercise due diligence in preserving and maintaining all required records. Describe how you will prevent records and data, including electronically maintained records, from being lost or destroyed:

Alice's will maintain and preserve all records with a high level of attentiveness, organization, and consistency. Therefore, all of the establishment's records will be managed only by management (who will follow standard business record retention policies). All business records will be securely stored in the locked office, completely separate from marijuana, marijuana product, and currency. Additionally, these records will be saved electronically to an off-site external hard drive every six to twelve (6-12) months to avoid data loss and/or destruction, and to allow accessibility for the management or authorized officials at any given time. Business records include (but are not limited to) operational and regulatory documents, surveillance data, recordings, financial books, inventory records, employment files, logs (i.e. Visitor Logs, Smell Logs, Quality Check Logs, etc.), manifests, communications documents, and marketing materials. If original hard copies need to be kept (in addition to their electronic versions, such as Visitor Logs), they will be stored for up to six (6) months in a locked cabinet inside the secured office that will only be accessible to management. Every six (6) months, Alice's will perform an electronic records upload to another external hard drive that will be stored in the locked cabinet in the secured office. Hard copy documents will be kept for at least seven (7) years; Alice's does not intend to destroy any of its electronically-maintained business records.

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Section 5 – Inventory Tracking of All Marijuana and Marijuana Product

Review the requirements under 3 AAC 306.730. All licensed marijuana establishments must use a marijuana inventory tracking system capable of sharing information with Metrc to ensure all marijuana cultivated and sold in the state, and each marijuana product processed and sold in the state, is identified and tracked from the time the marijuana is propagated from seed or cutting, through transfer to another licensed marijuana establishment, or use in manufacturing a marijuana product, to a completed sale of marijuana or marijuana product, or disposal of the harvest batch of marijuana or production lot of marijuana product.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

5.1. My marijuana establishment will be using Metrc, and if any other tracking software is used, it will be capable of sharing information with Metrc.

5.2. All marijuana delivered to a marijuana establishment will be weighed on a scale registered in compliance with 3 AAC 306.745.

5.3. My marijuana establishment will use registered scales in compliance with AS 45.75.080 (Weights and Measures Act), as required by 3 AAC 306.745.

Section 6 – Employee Qualification and Training

Review the requirements under 3 AAC 306.700. All licensees, and every employee or agent of the marijuana establishment who sells, cultivates, manufactures, tests, or transports marijuana or a marijuana product, or who checks the identification of a consumer or visitor, must obtain a marijuana handler permit from the board before being licensed or beginning employment at a marijuana establishment.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

6.1. All licensees, and each employee or agent of the marijuana establishment who sells, cultivates, manufactures, tests, or transports marijuana or marijuana product, or who checks the identification of a consumer or visitor, shall obtain a marijuana handler permit from the board before being licensed or beginning employment at the marijuana establishment.

6.2. Each licensee, employee, or agent who is required to have a marijuana handler permit shall keep that person's marijuana handler permit card in that person's immediate possession (or a valid copy on file on the licensed premises) when on the licensed premises.

6.3. Each licensee, employee, or agent who is required to have a marijuana handler permit shall ensure that that person's marijuana handler permit card is valid and has not expired.

6.4. Describe any in-house training that will be provided to employees and agents (apart from a marijuana handler course):

All staff will be required to obtain their marijuana handler's permit before their first day of employment, and maintain its validity during the entire duration of their employment. Alice's will hire only qualified and carefully-considered candidates who must complete a mandatory probationary/orientation period, during which they will be trained, mentored, and assessed. During the probationary period, new employees must meet with management to discuss Alice's business practices, facility features, service standards, and any other relevant training & orientation material. Training topics will include (but will not be limited to) company expectations and operating protocols; customer care and service; marijuana retail best practices; food handling; safety precautions and procedures; OSHA; hygiene and sanitation; POS operations and transactional procedures; Metrc use and the inventory tracking system; legal issues; the latest updates in the marijuana industry; the most current local, state, and federal regulations, codes, and laws; the requirements to be a marijuana handler and to work at a marijuana establishment; how to identify signs of impairment, drug abuse, distress, and instability; marijuana plant and product information (i.e. different strains, their cannabinoid profiles, types of products available, etc.); marijuana risks and benefits; security and emergency-response procedures; identification inspection; diversion, inversion, and theft prevention & recognition; and state & federal statutes regarding confidentiality. Trainings will continue throughout the year for all employees, regardless of their experience at Alice's or in the general marijuana industry, to ensure all of Alice's staff are up-to-date on regulatory information, industry topics, and internal policies & procedures. Employees will continue to be evaluated throughout their employment; if management identifies areas of improvement, employees will receive specified training and mentorship in those areas. Training packets will also be provided to all staff to accompany training sessions, which must be read and studied; as new information arises, packets will be updated and re-distributed to staff for review. Alice's will collect and maintain a library of resources (i.e. training packets, current regulations and laws, topical educational materials, etc.) that will always be available to employees to reference. Management will arrange or present employee trainings and meetings. To ensure Alice's has full staffing coverage, all employees will be cross-trained on each position's duties. Alice's supports its employees attending industry-related seminars, workshops, and conferences for their professional development and continuing education.

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Section 7 – Health and Safety Standards

Review the requirements under 3 AAC 306.735.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

7.1. I understand that a marijuana establishment is subject to inspection by the local fire department, building inspector, or code enforcement officer to confirm that health or safety concerns are not present.

7.2. I have policies regarding health and safety standards (including: ensuring a person with an illness or infection does not come into contact with marijuana or marijuana product; good hygienic practices; cleaning and maintenance of equipment and the premises; pest deterrence; chemical storage; sanitation principles; and proper handling of marijuana and marijuana product) and will take all reasonable measures and precautions to ensure that they are met or exceeded.

7.3. I have policies to ensure that any marijuana or marijuana product that has been stored beyond its usable life, or was stored improperly, is not salvaged and returned to the marketplace.

7.4. I have policies to ensure that in the event information about the age or storage conditions of marijuana or marijuana product is unreliable, the marijuana or marijuana product will be handled in accordance with 3 AAC 306.735(d).

Answer "Yes" or "No" to each of the following questions:	Yes	No
7.5. Adequate and readily accessible toilet facilities that are maintained and in good repair and sanitary condition are clearly indicated on my Form MJ-02: Premises Diagram.	✓	
7.6. Convenient handwashing facilities with running water at a suitable temperature are clearly indicated on my Form MJ-02: Premises Diagram.	✓	

7.7. If you answered "No" to either 7.5 or 7.6 above, describe how toilet and/or handwashing facilities are made accessible, as required by 3 AAC 306.735(b)(2):

Section 8 – Transportation and Delivery of Marijuana and Marijuana Products

Review the requirements under 3 AAC 306.750.

8.1. Describe how marijuana or marijuana product will be prepared, packaged, and secured for shipment. Include a description of the type of locked, safe, and secure storage compartments to be used in vehicles transporting marijuana or marijuana product:

Alice's does not anticipate to transport out marijuana or marijuana product; nonetheless, in the event that Alice's does transport marijuana or marijuana product out of the establishment, all shipments must be accompanied by a Metrc-generated trip manifest. Trip manifest copies will also be maintained at the establishment as official business records. The manifest will contain the strain name, product type, batch number, weight, the transporter's name and handler's ID, departure time, expected delivery time, and the make, model, and license plate of the transport vehicle. Any packaging performed at the establishment will be done under continuous video surveillance in a designated area specific for packaging. All packaging will be uniform with labels securely fastened and explicitly displayed. If Alice's is transporting bulk marijuana for repackaging and sale by other establishments, the wholesale standard weight unit cannot exceed ten pounds (10 lbs.). Marijuana that is being transported for sale without repackaging, the standard weight unit cannot exceed one ounce (1 oz.). To ensure compliance with the Alaska Weights and Measures Act, Alice's will use certified scales and maintain registration & inspection reports on the premises. Once products are packaged, they will go into sanitized, air-tight containers, with compliant labeling and a bar-code used for the inventory tracking system. Packaged products that are ready for sale without re-packaging will be unappealing to children and child-resistent. Plastic packaging will be heat-sealed without an easy-open corner, flap, tab, or dimple. Packaged marijuana will be kept in a secured area until ready for display or transport. All packaging must be inspected by management, accepted or denied, recorded in the Quality Control Log, and checked for any issues with the final packaging that may cause contamination or impart toxic/dangerous substances. (Continued on Pg 11...)

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You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

8.2. The marijuana establishment from which a shipment of marijuana or marijuana product originates will ensure that any individual transporting marijuana shall have a marijuana handler permit required under 3 AAC 306.700.

8.3. The marijuana establishment that originates the transport of any marijuana or marijuana product will use the marijuana inventory tracking system to record the type, amount, and weight of marijuana or marijuana product being transported, the name of the transporter, the time of departure and expected delivery, and the make, model, and license plate number of the transporting vehicle.

8.4. The marijuana establishment that originates the transport of any marijuana or marijuana product will ensure that a complete printed transport manifest on a form prescribed by the board must be kept with the marijuana or marijuana product at all times during transport.

8.5. During transport, any marijuana or marijuana product will be in a sealed package or container in a locked, safe, and secure storage compartment in the vehicle transporting the marijuana or marijuana product, and the sealed package will not be opened during transport.

8.6. Any vehicle transporting marijuana or marijuana product will travel directly from the shipping marijuana establishment to the receiving marijuana establishment, and will not make any unnecessary stops in between except to deliver or pick up marijuana or marijuana product at any other licensed marijuana establishment.

8.7. When the marijuana establishment receives marijuana or marijuana product from another licensed marijuana establishment, the recipient of the shipment will use the marijuana inventory tracking system to report the type, amount, and weight of marijuana or marijuana product received.

8.8. The marijuana establishment will refuse to accept any shipment of marijuana or marijuana product that is not accompanied by the transport manifest.

Section 9 – Signage and Advertising

Review the requirements under 3 AAC 306.770.

9.1. Describe any signs that you intend to post on your establishment, including quantity, dimensions, graphics, and location on your establishment (photos or drawings may be attached):

Alice's intends to post up to three (3) signs on the licensed premises that includes their business name & logo and will be visible to the general public from the public right-of-way. Two of the three signs will be placed on the retail building's exterior and the third sign may be free-standing. All signs will be compliant with the Municipality of Anchorage statutes and AMCO regulations. Each sign must not exceed 4,800 square inches.

Alice's is still designing a logo. Once complete, the logo will be submitted to AMCO for review.

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9.2. Describe any advertising you intend to distribute for your establishment. Include medium types and business logos (photos or drawings may be attached):

Alice's expects to use the following mediums for advertisement:

- Newspaper ads
- Radio and television spot ads to support non-profit corporations, etc.
- Social media (Facebook, Instagram, Twitter, etc.) to feature certain strains
- Company website
- Other online media (web ads, search engines, etc.)
- Magazine ads
- Sponsorships (such as sporting events and concerts)
- Fundraisers
- Industry-specific platforms (LeafLinks, Leafly, WeedMaps, etc.)
- **Text messages (for deals and promotions)

**Customers must provide consent (whether written or electronic) to Alice's to receive company text messages. Each text sent by Alice's must include the option to opt out of receiving texts from Alice's.

Advertisements will include the company logo (once completed, submitted to AMCO, and approved), store location, retail operating hours, company website, and each warning statement verbatim as stated in the regulations.

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

Signature of licensee

STATE OF ALASKA
NOTARY PUBLIC
Mercedes Curran
My Commission Expires Dec 20, 2023

Notary Public in and for the State of Alaska

LONN GOLDBERG
Printed name of licensee

My commission expires: 12/20/2023

Subscribed and sworn to before me this 30th day of April, 2021.

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(Additional Space as Needed):

3.6 Continued: If management discovers or is informed of inversion, diversion, or theft of marijuana or marijuana product, they will notify law enforcement and AMCO Enforcement without delay, cooperate with their instructions, and present any requested information and documentation for investigative purposes. Alice's will not tolerate such illegal activity from its employees and will take serious reprimanding actions based on internal procedures if they are guilty of theft, inversion, or diversion. After a theft, inversion, or diversion has been reported to law enforcement and AMCO Enforcement, management will update their records in the marijuana tracking system to accurately reflect and fully account for all marijuana inventory activity. Management will take all needed steps to ensure the community that an employee's illegal activity will not jeopardize the establishment's license or company operations. Required employee trainings will include recognizing potential theft, inversion, and diversion and how to immediately notify a licensee or management of such discovered activity. Documentation regarding a suspected or actual theft, inversion, or diversion will be maintained by Alice's for at least five (5) years and will be readily available to AMCO upon request.

8.1 Continued: Marijuana or marijuana product that will be transported will be stored in a sealed package or container of up to ten pounds (10 lbs.) and then placed in a secure, sanitary, locked compartment inside either the transport vehicle or in the vehicle's truck bed. The compartment will be a large industrial container made of steel or a similar solid material. The compartment will be sanitized before and after each shipment to decrease risk of contamination. Before outgoing marijuana or marijuana product leaves Alice's, management will check that all containers are properly sealed, labeled, and locked in the secure compartment, in compliance with local & state regulations and company policies. On the shipping container, there will be a label stating that a licensed testing facility has tested each shipment batch and will list the final testing date; cannabinoid potency profile (detailed in a range of percentages, from the lowest to the highest concentration percentage, from each listed cannabinoid from every test on that marijuana strain from the same cultivation facility within the last three (3) months); microbial testing results; residual solvent testing results (if applicable); and a statement of all contaminants for which the product was tested, including molds, mildew, filth, herbicides, pesticides, fungicides, and harmful chemicals. Labels on the marijuana or marijuana product will include all information provided by the cultivation or manufacturing facility, such as the testing facility and license number; the final testing date; testing results; the cultivation's name and license number; the manufacturer's name and license number (for concentrates and products); harvest batch or production lot number; harvest date; packaging date; net weight and quantity of usable marijuana packaged in a measurement unit compatible with the inventory tracking system; a complete list of pesticides, fungicides, and herbicides used in the cultivation; and the expiration date (if applicable). The transporter must have a valid marijuana hander permit. Absent instruction from law enforcement, the transporter will be trained to travel directly to the destination without any unnecessary stops, to not open any packages of marijuana or marijuana product, and to ensure all marijuana or marijuana product is never visible from outside the vehicle during transit. The transport vehicle will be unmarked and discreet. Any inbound shipments that are determined to be defective will be returned to the cultivation or manufacturing facility from which they were received, accompanied by a new manifest. All returned defective shipments will follow the same policies, protocols, and regulations as previously detailed in this section.

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