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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:	Fort Green, LLC	**MJ License #:**	32116		
License Type:	Retail Marijuana Store				
Doing Business As:	Fort Green Alaska				
Premises Address:	7821 W. Parks Hwy., Upper Level				
City:	Wasilla	**State:**	Alaska	**ZIP:**	99623

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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, a licensee or designated employee shall unlock the facility and prepare the establishment for operations. This preparation shall include (1) providing, counting, and logging in the business records money for employee register boxes, (2) stocking display cases and behind the counter areas with marijuana or marijuana product inventory, (3) updating Metrc, (4) reviewing surveillance from closing on the previous day, and ensuring the security of Restricted Access Areas, and; (5) opening the facility for business. When a customer arrives, they will be required to present valid photo identification adequate to verify that they are over the age of 21. Fort Green Alaska employees (budtenders) will be trained on detecting impairment and will refuse service to all those who show signs of inebriation. Upon ID verification, customers will be permitted to browse the retail area. ID checks will be done when the customer enters the retail sales floor. Budtenders will work with the customer to select their purchases and tender payment, ensuring all marijuana items are placed in opaque exit packaging before leaving the premises. Customers may be able to smell marijuana for sale with the use of approved smell jars, which will be protected by a plastic, metal, or other protective mesh screen, and the jar will remain in the monitored custody of the budtender during consumer inspection. After completing their transaction, the customer will exit the store and leave the property. All incoming shipments of marijuana and marijuana product shall be inspected by a licensee or designated employee before it is officially accepted into the Metrc inventory and the store's point-of-sale software. Shipments will be reconciled with the transport manifest, shipment labels, and packaging labels to ensure compliance with all applicable regulations. If a shipment does not meet these standards, it 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:

Budtenders shall be trained to observe visitors for signs that the latter are under the influence of alcoholic beverages, inhalants, or other controlled substances. Should a budtender observe such signs, the budtender 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 Fort Green Alaska 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:

Fort Green Alaska will install lockable transparent display cases where marijuana and/or marijuana products will be displayed. Deli-style marijuana bud/flower will be stored on shelves behind the retail sales counter and marijuana products, such as extracts or distillates, shall be displayed in their packaging on the wall behind the counter and 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. All product displays containing marijuana will be in full view of surveillance cameras at all times. Signs will be posted at all access points to restricted access areas that shall state, "Restricted Access Area: Visitors Must Be Escorted". (Cont. Page 6)

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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 licensee or designated employee of Fort Green Alaska. 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 a licensee or designated employee, 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 Fort Green Alaska licensee or designated employee 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: Fort Green Alaska **License No**: 32116
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):

Fort Green Alaska will train all employees/budtenders 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. All customer IDs will be checked by an employee/budtender before the former 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:

Fort Green Alaska 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 Fort Green Alaska licensee or designated employee, 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 to the local land fill by either the licensee, a designated employee or a third party contracted waste truck. 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.

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

Ryan McKay

Printed name of licensee

BRENDA BUTLER
My Commission Expires
NOTARY PUBLIC
May 27, 2025
STATE OF ALASKA

Brenda Butler

Notary Public in and for the State of Alaska

My commission expires: May 27, 2025

Subscribed and sworn to before me this 25th day of May, 2022

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(Additional Space as Needed):

Section 5.1 (Cont.): All employees/budtenders will be trained on Fort Green Alaska's display and security policies, to ensure that all regulations around 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. The flower will be stored in clear jars, which will be prominently labeled with the strain name. Any deli-style selection made will be carefully weighed using inspected scales and placed in regulation-compliant, child-resistant packaging. All marijuana products sold will be placed in opaque exit packaging before leaving the premises, to ensure that no marijuana is ever visible to the public from the right-of-way.