Alcohol and Marijuana Control Office
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Alaska Marijuana Control Board

Operating Plan Supplemental

Form MJ-03: Retail Marijuana Store

Why is this form needed?

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
- Walk-up or drive-through exterior window pick-up service

This form must be completed and submitted to AMCO's Anchorage 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:	AKO FARMS LLC	**MJ License #:**	39575
License Type:	RETAIL		
Doing Business As:	HIGH TIDE CANNABIS		

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:

All products brought into the store will be processed in a restricted area. Manifest will be signed, and product will be recorded in Metric. Once brought in, all products will be labeled according to the AMCO regulations. When a customer enters the store their government issued ID will be checked immediately. They will purchase product that has been labeled correctly according to AMCO rules. Product will then be placed in a bag for the customer to exit the store. At the end of the night our POS system will connect with Metric. Finished batches will be adjusted accordingly. giving us an inventory list for the next morning. The manager then compares numbers to make sure our inventory is right on.

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Section 3 – Exterior Window Service Operating Plan

3.1. Describe how you will comply with the requirements set forth in 3 AAC 306.380 and 3 AAC 306.715. Your response must include include policies and procedures regarding video surveillance, ID verification, display of marijuana or marijuana products, security features including alarm systems and locks, measures to prevent consumers from unlawfully accessing marijuana and funds through the exterior window and licensee control of the area outside of the exterior window.

N/A

Read each statement below, and then sign your initials in the corresponding box to the right [if applicable]:	Initials
I have included a title, lease or other documentation showing sole right of possession to the additional area(s), including the exterior window area, if the additional area(s) are not already part of my approved licensed premises.	
I certify the area immediately outside the walk-up or drive-through exterior window does not include any public property including public streets, public sidewalks, or public parking lots.	
I certify I have read, understood and will comply with all requirements set forth in 3 AAC 306.380, 3 AAC 306.715 and 3 AAC 306.720.	

Section 4 – Prohibitions

Review the requirements under 3 AAC 306.310.

4.1. 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:

Employees will receive additional training to recognize persons under the influence of alcohol or drugs. Signs will be posted on the premises reserving the right to refuse service to persons who are under the influence of alcohol or drugs. When a customer enters the store the budtender will ask for proper identification. At that time the budtender will determine if the customer has been drinking or is
under the influence of drugs. If the person appears to be at all under the influence they will be asked to leave.

4.2. 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; or in violation of 3 AAC 306.380.	EM
b. Sell, give, distribute, deliver, or offer to sell, give, distribute, or deliver marijuana or marijuana product over the internet; other than as permitted under 3 AAC 306.380.	EM
c. Offer or deliver to a consumer, as a marketing promotion or for any other reason, free marijuana or marijuana product, including a sample;	EM
d. Offer or deliver to a consumer, as a marketing promotion or for any other reason, alcoholic beverages, free or for compensation; or	EM
e. Allow a person to consume marijuana or a marijuana product on the licensed premises, except as allowed under 3 AAC 306.370.	EM

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Section 5 – Signage and Advertising

Review the requirements under 3 AAC 306.365 and 306.770. 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

5.1. I understand and agree to post, in a conspicuous location visible to customers, the notification signs required under 3 AAC 306.365. EM

5.2. I certify that no advertisement for marijuana or marijuana product will contain any statement or illustration that: EM

a. **Is false or misleading;** EM

b. **Promotes excessive consumption;** EM

c. **Represents that the use of marijuana has curative or therapeutic effects;** EM

d. **Depicts a person under the age of 21 consuming marijuana; or** EM

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.** EM

5.6. 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;** EM

b. **On or in a publicly owned or operated property;** EM

c. **Within 1,000 feet of a substance abuse or treatment facility.** EM

Section 6 – Displays and Sales

6.1. Describe how marijuana and marijuana products at the retail marijuana store will be displayed and sold:

There will be a glass counter 16 feet long with a cash register at each end. The counter will be 4 feet from the back wall .
We will have product displayed in the glass case. Any area behind the counter is a restricted area for employees only. There will be a restricted area sign . All product will be pre packaged ready for sale ...no deli style.. There will be a special magnifying jar used to display our Bud in the cases. Bud tenders can pull them from
the cases and have people examine the product thru the magnifier. After purchasing product the customer will exit with product being put into an exit bag.

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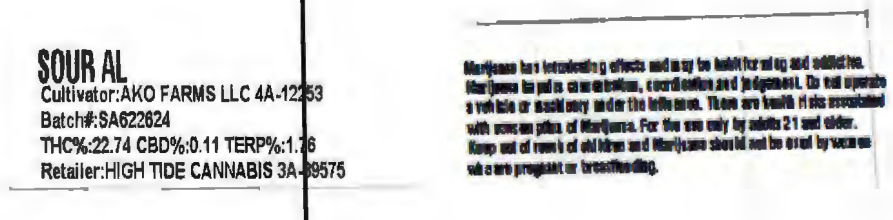
Section 7 – Exit Packaging and Labeling

Review the requirements under 3 AAC 306.345.

7.1. 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 product will be packaged and labeled in compliance with State regulations. All packaged products will have the required labels providing all mandated idenification and product test results. All marijuana recieved and accepted in the METRC inventory system from a licensed cultivation facillity will be properly packaged and labeled. Products recievd from a manufacturing facility will be required to meet the same packaging and label requirements to be in compliance with the State.All product sold in the store will be labeled with our company name/logo and license # along with laboratory testing results and consumer warning statement.

7.2. Provide a sample label that the retail marijuana store will use to meet the labeling requirements set forth in 3 AAC 306.345(b):



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Section 8 – Security

Review the requirements under 3 AAC 306.350 and 3 AAC 306.720.

8.1. 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):

We shall refuse to sell marijuana or marijuana products to a person who does not produce a form of valid photographic identification showing that a person is 21 years of age are older. Identification includes an unexpired passport, an unexpired, unaltered drivers license, instruction permit, or identification card of a state or territory of the United States, the District of Columbia , or a province or territory of Canada. People can also use an identification card issued by a federal or state agency authorized to issue a drivers license or identification card. All ID's will be checked by a bud tender when a customer enters the store. There will also be a sign on the door saying no one under 21 allowed.

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 video surveillance and camera recording system for the licensed premises covers each point-of-sale area. EM

Section 9 – Waste Disposal

Review the requirements under 3 AAC 306.740.

9.1. 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:

As a retail store we don't expect to have much waste.The waste we have will be put into a locked container in the restricted access area.All marijuana will be made unusable by adding equal parts of sawdust to it . It will then be thrown away.

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

I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification. EM

ELIZABETH MARTIN
Printed name of licensee

Elizabeth Martin
Signature of licensee

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(Additional Space as Needed):