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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?

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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:	High Standards LLC	**MJ License #:**	40585
License Type:	Retail Marijuana Store		
Doing Business As:	High Standards LLC		

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:

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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.

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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. [SB]

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. [SB]

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:

In compliance with 3 AAC 306.310, 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.

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.** [SV]

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.** [SV]

c. **Offer or deliver to a consumer, as a marketing promotion or for any other reason, free marijuana or marijuana product, including a sample;** [SV]

d. **Offer or deliver to a consumer, as a marketing promotion or for any other reason, alcoholic beverages, free or for compensation; or** [SV]

e. **Allow a person to consume marijuana or a marijuana product on the licensed premises, except as allowed under 3 AAC 306.370.** [SV]

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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.

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

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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.**

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;**

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

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

Section 6 – Displays and Sales

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

Marijuana and marijuana products in the retail marijuana store will be displayed in secure display cabinets, on the walls behind the counter, chilled products within a glass-front refrigerator.

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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):

The retail marijuana store will ensure the marijuana and marijuana products sold on licensed premises comply with requirements set forth in 3 AAC 306.345 by complying with regulations 3 AAC 306.470 and 3 AAC 306.475, as well as 3 AAC 306.565 and 3 AAC 306.570. The retail marijuana store will ensure that all marijuana and marijuana products are packaged in child-resistant packaging and placed in an opaque package before the consumer exits the store. All marijuana and marijuana products will have a label affixed that identifies the retail marijuana store selling the marijuana product by name or logo and marijuana establishment license number; states the estimated amount of total THC in the labeled product; and contains each of the following statements:

1. Marijuana has intoxicating effects and may be habit forming and

addictive.

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):

Please see attached sample label.

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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):

The retail marijuana store staff will be trained to request valid photographic identification upon entry to establishment, complying with 3 AAC 306.350 to ensure identification is unexpired, unaltered, and consumer is at least 21 years of age.

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. [Initials]

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:

The retail marijuana store will store, manage and dispose of marijuana waste and expired marijuana products in compliance with 3 AAC 306.740. Marijuana waste and expired marijuana products will be weighed and recorded in the marijuana inventory tracking system before being ground into nonusable material and mixed with equal parts non-compostable materials such as paper or cardboard.

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. [Initials]

Shawn Clark
Printed name of licensee

Signature of licensee

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(Additional Space as Needed):

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 transfers will be carefully inspected for Metrc discrepancies, ensure products are properly labeled, and match accompanying manifest. All marijuana and marijuana products will be entered and tracked in an inventory management system and the state required Metrc system. Records will be maintained showing all transfers including name and license number of facilities, dates, product type and quantity, and test results.
Marijuana and marijuana products within the retail will be displayed either in secure glass display/counter cases or on the wall of the retail establishment behind the counters; refrigerated products will be displayed in a refrigerator with glass front for customers to view. Backstock inventory will be secured in the drying/storage room. Marijuana and marijuana products will be labeled and packaged in accordance with all labeling and packaging regulations.
Upon entry into the marijuana retail establishment, all individuals will be required to show valid government issued photo identification to verify they are at least 21 years of age. Trained employees will be available to answer customer questions and provide information about products. Employees will process customer purchases, following all regulations regarding transaction limits, and final purchases will be packaged in an opaque bag before the customer exits the marijuana retail establishment.

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High Standards LLC
License #40585
Sample Label

Retailer: High Standards LLC
License #40585

Cultivator: Alaska GreenWorks LLC
License # 25693
HB #:
Strain:

Cannabinoid Profile:

Total THC	Total CBC
THC-A	CBG
THC	CBG-A
Total Terpenes:	

METRC #
Pesticides, Fungicides, Herbicides: None

Marijuana has intoxicating effects and may be habit forming and addictive. Marijuana impairs concentration, coordination, and judgement. Do not operate a vehicle or machinery under its influence. There are health risks associated with the 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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