



Massachusetts Cannabis Control Commission

Marijuana Delivery Operator

General Information:

License Number: MD1306
Original Issued Date: 10/13/2022
Issued Date: 09/14/2023
Expiration Date: 10/13/2024

MARIJUANA DELIVERY OPERATOR PRE-CERTIFICATION NUMBER

Marijuana Delivery Operator Pre-Certification
Number:

ABOUT THE MARIJUANA DELIVERY OPERATOR LICENSEE

Business Legal Name: Pineapple Express, LLC

Phone Number: 413-478-7878 Email Address: kailyhepburn@kailyhepburnlaw.com

Business Address 1: 64 Elm Circle

Business Address 2:

Business City: West Springfield

Business State: MA

Business Zip Code: 01089

Mailing Address 1: 64 Elm Circle

Mailing Address 2:

Mailing City: West Springfield

Mailing State: MA

Mailing Zip Code: 01089

CERTIFIED DISADVANTAGED BUSINESS ENTERPRISES (DBES)

No documents uploaded

Certified Disadvantaged Business Enterprises (DBEs): Not a
DBE

SOCIAL EQUITY OR ECONOMIC EMPOWERMENT LICENSE

Social Equity or Economic Empowerment License Number: SE306067

ADDITIONAL SOCIAL EQUITY OR ECONOMIC EMPOWERMENT LICENSE NUMBERS

No records found

PERSONS HAVING DIRECT OR INDIRECT CONTROL

Person with Direct or Indirect Authority 1

Percentage Of Ownership: 51

Percentage Of Control: 51

Role: Owner / Partner

Other Role:

First Name: Kaily

Middle Name: Susan

Last Name: Hepburn Suffix:

Gender: Female

User Defined Gender:

What is this person's race or ethnicity?: White (German, Irish, English, Italian, Polish, French)

Specify Race or Ethnicity: white

Person with Direct or Indirect Authority 2

Date generated: 08/05/2024

Percentage Of Ownership: 12.25	Percentage Of Control: 12.25		
Role: Owner / Partner	Other Role:		
First Name: Timothy	Middle Name:	Last Name: Vautour	Suffix:
Gender: Male	User Defined Gender:		
What is this person's race or ethnicity?: White (German, Irish, English, Italian, Polish, French)			
Specify Race or Ethnicity: white			

Person with Direct or Indirect Authority 3

Percentage Of Ownership: 24.5	Percentage Of Control: 24.5		
Role: Owner / Partner	Other Role:		
First Name: Alan	Middle Name:	Last Name: Alves	Suffix:
Gender: Male	User Defined Gender:		
What is this person's race or ethnicity?: White (German, Irish, English, Italian, Polish, French)			
Specify Race or Ethnicity: white			

Person with Direct or Indirect Authority 4

Percentage Of Ownership: 12.25	Percentage Of Control: 12.25		
Role: Owner / Partner	Other Role:		
First Name: Joshua	Middle Name:	Last Name: Alves	Suffix:
Gender: Male	User Defined Gender:		
What is this person's race or ethnicity?: White (German, Irish, English, Italian, Polish, French)			
Specify Race or Ethnicity: white			

ENTITIES HAVING DIRECT OR INDIRECT CONTROL

No records found

CAPITAL RESOURCES - INDIVIDUALS

Individual Contributing Capital 1

First Name: Alan	Last Name: Alves	Suffix:	
Types of Capital: Monetary/Equity	Other Type of Capital:	Total Value of the Capital Provided: \$50000	Percentage of Initial Capital: 100
Capital Attestation: Yes			

CAPITAL RESOURCES - ENTITIES

No records found

BUSINESS INTERESTS IN OTHER STATES OR COUNTRIES

No records found

DISCLOSURE OF INDIVIDUAL INTERESTS

Individual 1

First Name: Kaily	Last Name: Hepburn	Suffix:
Marijuana Establishment Name: Sun Flower Meadows	Business Type: Marijuana Cultivator	
Marijuana Establishment City: Orange	Marijuana Establishment State: MA	

MARIJUANA DELIVERY OPERATOR LICENSEE PROPERTY DETAILS

Establishment Address 1: 124 C West Street	Establishment Address 2:
Establishment City: Ware	Establishment Zip Code: 01082
Approximate square footage of the establishment: 1900	How many abutters does this property have?: 23
Date generated: 08/05/2024	

Have all property abutters been notified of the intent to open a Marijuana Delivery Operator Licensee at this address?: Yes

HOST COMMUNITY INFORMATION

Host Community Documentation:

Document Category	Document Name	Type	ID	Upload Date
Certification of Host Community Agreement	Pineapple Express HCA Certification signed.pdf	pdf	62a2125a5871d100088828fc	06/09/2022
Community Outreach Meeting Documentation	pineapple express remote outreach signed.pdf	pdf	62a2125eeb816b000877d416	06/09/2022
Community Outreach Meeting Documentation	PEX COM Attachment C.pdf	pdf	62a21337eb816b000877d63b	06/09/2022
Community Outreach Meeting Documentation	PEX COM Attachment B.pdf	pdf	62a21339eb816b000877d64f	06/09/2022
Community Outreach Meeting Documentation	PEX Ware COM Attestation.pdf	pdf	62a2139e5871d10008882cd6	06/09/2022
Community Outreach Meeting Documentation	PEX COM Recording Link.pdf	pdf	62a213b05871d10008882cea	06/09/2022
Community Outreach Meeting Documentation	PEX COMPLIANCE WITH COMMUNITY OUTREACH MEETING REGULATIONS.pdf	pdf	62a217fb5871d100088836ce	06/09/2022
Plan to Remain Compliant with Local Zoning	19. PE ZONING COMPLIANCE PLAN WARE.pdf	pdf	62a237e7eb816b000878460a	06/09/2022
Community Outreach Meeting Documentation	COM Attachment A Newspaper Notice 08152022.pdf	pdf	62fa683b1e960b0009ffee4a	08/15/2022

Total amount of financial benefits accruing to the municipality as a result of the host community agreement. If the total amount is zero, please enter zero and provide documentation explaining this number.: \$

POSITIVE IMPACT PLAN

Positive Impact Plan:

Document Category	Document Name	Type	ID	Upload Date
Donation Acceptance Letter	Pineapple Express ELEVATE donation acceptance letter 2022[8].pdf	pdf	62cc457ff750650008c67206	07/11/2022
Plan for Positive Impact	18. PE POSITIVE IMPACT PLAN 08152022.pdf	pdf	62fa6e937deb3b0009055f2e	08/15/2022

INDIVIDUAL BACKGROUND INFORMATION

Individual Background Information 1

Role: Other Role:
First Name: Kaily Last Name: Hepburn Suffix:
RMD Association: Not associated with an RMD
Background Question: yes

Individual Background Information 2

Role: Other Role:
First Name: Timothy Last Name: Vautour Suffix:

RMD Association: Not associated with an RMD

Background Question: no

Individual Background Information 3

Role:

Other Role:

First Name: Alan

Last Name: Alves Suffix:

RMD Association: Not associated with an RMD

Background Question: no

Individual Background Information 4

Role:

Other Role:

First Name: Joshua

Last Name: Alves Suffix:

RMD Association: Not associated with an RMD

Background Question: no

ENTITY BACKGROUND CHECK INFORMATION

No records found

MASSACHUSETTS BUSINESS REGISTRATION

Certificates of Good Standing:

Document Category	Document Name	Type	ID	Upload Date
DUA attestation if no employees	PEX DUA Statement in lieu of Certificate 082023.pdf	pdf	64dbbd91e317fe0008037c72	08/15/2023
Department of Revenue - Certificate of Good standing	PEX COGS DOR.pdf	pdf	64e391cac44ff70008adf981	08/21/2023
Secretary of Commonwealth - Certificate of Good Standing	PEX COGS Sec Comm.pdf	pdf	64e3925f35b89700082394d9	08/21/2023

Required Business Documentation:

Document Category	Document Name	Type	ID	Upload Date
Articles of Organization	PEX Certificate of Organization.pdf	pdf	62a240ca5871d1000888b152	06/09/2022
Bylaws	PEX Operaring Agreement 06082022 c.pdf	pdf	62cc46559ff1170008300466	07/11/2022
Articles of Organization	LLC Amendment 07112022.pdf	pdf	62d1e355f750650008cd7163	07/15/2022

Massachusetts Business Identification Number: 001550702

Doing-Business-As Name:

DBA Registration City:

BUSINESS PLAN

Business Plan Documentation:

Document Category	Document Name	Type	ID	Upload Date
Business Plan	PINEAPPLE EXPRESS business plan 01102022.pdf	pdf	61dca74035cb3e08f721691f	01/10/2022
Proposed Timeline	17. PE PROPOSED TIMELINE TO BECOME OPERATIONAL v3 08102023.pdf	pdf	64dbb59e36297f00086fb966	08/15/2023
Plan for Liability	1. PE PLAN FOR OBTAINING LIABILITY INSURANCE	pdf	64dbb617e317fe0008036191	08/15/2023

OPERATING POLICIES AND PROCEDURES

Policies and Procedures Documentation:

Document Category	Document Name	Type	ID	Upload Date
Security plan	2. PE SECURITY PLAN SUMMARY.pdf	pdf	61dcae9bea0b000858e82af8	01/10/2022
Prevention of diversion	3. PE PLAN FOR PREVENTION OF DIVERSION TO MINORS.pdf	pdf	61dcaf578dbcc309066350cf	01/10/2022
Storage of marijuana	4. PE STORAGE PLAN.pdf	pdf	61dcaf955099080851f2f74f	01/10/2022
Inventory procedures	6. PE INVENTORY PLAN.pdf	pdf	61dcb0557c2bdd089a1ed227	01/10/2022
Delivery procedures (pursuant to 935 CMR 500.145 and 935 CMR 500.146)	7. PE DELIVERY PROCEDURES.pdf	pdf	61dcb0e1ea5b88086e768e95	01/10/2022
Quality control and testing procedures	10. PE PROCEDURES FOR QUALITY CONTROL.pdf	pdf	61dcb13725efbc0893009467	01/10/2022
Personnel policies	8. PE PERSONNEL POLICIES.pdf	pdf	61dcb172d04772090d59bc3c	01/10/2022
Record-keeping procedures	11. PE RECORD KEEPING PROCEDURES.pdf	pdf	61dcb1dcd3dbc608cff9ea31	01/10/2022
Qualifications and training	13. PE QUALIFICATIONS AND TRAINING.pdf	pdf	61dcb2427c2bdd089a1ed22f	01/10/2022
A plan to obtain marijuana and marijuana products	15. PE PLAN TO OBTAIN MARIJUANA.pdf	pdf	61dcb2ba8d09e508d610d957	01/10/2022
A detailed plan for White Labeling	16. PE PLAN FOR WHITE LABELING.pdf	pdf	61dcb2d1f2351e085f720c92	01/10/2022
Maintenance of financial records	12. PE MAINTENANCE OF FINANCIAL RECORDS.pdf	pdf	61dcb3a2dc96b108e55119e1	01/10/2022
Transportation of marijuana	5. PE TRANSPORTATION PLAN.pdf	pdf	61e96dabdc96b108e5514b7d	01/20/2022
Dispensing procedures	9. PE DISPENSING PROCEDURES.pdf	pdf	61e975c9ea0b000858e85dac	01/20/2022
Energy Compliance Plan	14. PE ENERGY COMPLIANCE PLAN.pdf	pdf	61e9781b8dbcc30906638229	01/20/2022

COMPLIANCE WITH POSITIVE IMPACT PLAN - PRE FEBRUARY 27, 2024

Progress or Success Goal 1

Description of Progress or Success: We are not yet operational and have not yet implemented this Plan.

COMPLIANCE WITH DIVERSITY PLAN

Diversity Progress or Success 1

Description of Progress or Success: We are not yet operational and have not yet implemented this Plan.

HOURS OF OPERATION

Monday From: 8:00 AM Monday To: 9:00 PM

Tuesday From: 8:00 AM Tuesday To: 9:00 PM

Wednesday From: 8:00 AM Wednesday To: 9:00 PM

Thursday From: 8:00 AM Thursday To: 9:00 PM

Friday From: 8:00 AM	Friday To: 9:00 PM
Saturday From: 8:00 AM	Saturday To: 9:00 PM
Sunday From: 8:00 AM	Sunday To: 9:00 PM

ATTESTATIONS

I certify that no additional entities or individuals meeting the requirement set forth in 935 CMR 500.101 have been omitted by the applicant from any marijuana establishment application(s) for licensure submitted to the Cannabis Control Commission.:

I understand that the regulations stated above require an applicant for licensure to list all Persons and Entities Having Direct or Indirect Control over the Marijuana Delivery Operator Licensee and a list of all persons or entities contributing 10% or more of the initial capital to operate the Marijuana Delivery Operator Licensee including capital that is in the form of land or buildings.:

I certify that any entities who are required to be listed by the regulations above do not include any omitted individuals, who by themselves, would be required to be listed individually in any marijuana establishment application(s) for licensure submitted to the Cannabis Control Commission.:

Notification:

I certify that any changes in ownership or control, location, or name will be made pursuant to a separate process, as required under 935 CMR 500.104(1), and none of those changes have occurred in this application.: I Agree

I certify that to the best knowledge of any of the individuals listed within this application, there are no background events that have arisen since the issuance of the establishment's final license that would raise suitability issues in accordance with 935 CMR 500.801.: I Agree

I certify that all information contained within this renewal application is complete and true.: I Agree

AGREEMENTS WITH THIRD-PARTY TECHNOLOGY PLATFORM PROVIDER

No records found

THIRD-PARTY TECHNOLOGY PLATFORM PROVIDER DOCUMENTATION

No documents uploaded

Host Community Agreement Certification Form

Instructions

Certification of a host community agreement is a requirement of the application to become a Marijuana Establishment (ME) and Medical Marijuana Treatment Center (MTC). Applicants must complete items 1-3. The contracting authority for the municipality must complete items 4-8. Failure to complete a section will result in the application not being deemed complete. This form should be completed and uploaded into your application. Please note that submission of information that is “misleading, incorrect, false, or fraudulent” is grounds for denial of an application for a license pursuant to 935 CMR 500.400(2) and 501.400(2).

Certification

The parties listed below do certify that the applicant and municipality have executed a host community agreement on the specified date below pursuant to G.L. c. 94G § 3(d):

1. Name of applicant:

Pineapple Express, LLC

2. Name of applicant's authorized representative:

Kaily Hepburn

3. Signature of applicant's authorized representative:

 Digitally signed by Kaily S. Hepburn
Date: 2022.06.08 16:12:40 -04'00'

4. Name of municipality:

Town of Ware

5. Name of municipality's contracting authority or authorized representative:

Stuart Beckley, Town Manager



6. Signature of municipality's contracting authority or authorized representative:



7. Email address of contracting authority or authorized representative of the municipality (*this email address may be used to send municipal notices pursuant to 935 CMR 500.102(1) and 501.102(1).*):

sbeckley@townofware.com

8. Host community agreement execution date:

6/7/22





TOWN OF WARE

Town Manager

126 Main Street
Ware, MA 01082
413-967-9648 x100

May 5, 2022

Cannabis Control Commission
Union Square
2 Washington Square
Worcester, MA 01604

RE: Pineapple Express, LLC
Virtual Community Outreach Meeting

Dear Commissioners,

Pursuant to Administrative Order No. 2 allowing virtual web-based Community Outreach Meetings, the Town of Ware hereby grants permission to the above named entity to host the required Community Outreach Meeting virtually for their proposed cannabis delivery company.

This notice does not serve as confirmation that the site complies with local regulations or that the town agrees to execute a Host Community Agreement with the operator. The operator is aware that these processes require separate town approval.

Sincerely,

Stuart Beckley
Town Manager

LEGAL NOTICE OF COMMUNITY OUTREACH MEETING
FOR MARIJUANA ESTABLISHMENT PURSUANT TO 935 CMR 500.000

May 17, 2022

Dear Neighbor,

Notice is hereby given that a virtual Community Outreach Meeting for a proposed Marijuana Establishment is scheduled for 6/2/2022 at 6:30 p.m. via Zoom. The proposed Marijuana Delivery Operator Establishment is anticipated to be located at 124 West Street, Ware, MA 01082. We would like to invite you to the meeting to discuss our project.

Join the Zoom meeting with the following:

<https://us02web.zoom.us/j/9516316664?pwd=d0hHTGM5OThtWjRsR2lWaVhoYXQzZz09>

Meeting ID: 951 631 6664

Passcode: 1q2w3e

The presentation with closed captioning and transcription will be posted to <https://www.youtube.com/channel/UC89ABCDZ9-vjGUHA-kULQTA> following the presentation as requested. The meeting will be moderated by David Rabinovitz. Requests for hearing impairment accommodation may be emailed to drabinovitz@gmail.com.

The presentation will be posted to the above YouTube Channel at least 24 hours prior to the meeting. Questions may be submitted prior to the meeting by email to our moderator, during the presentation via the chat function, following the presentation during a dedicated interactive question and answer session, as well as follow up questions.

Topics to be discussed include: location, local regulations and zoning considerations, the type of Marijuana Establishment, information to demonstrate that the facility will be maintained securely, our plan to prevent diversion to minors, information to demonstrate that we will not constitute a nuisance, our Positive Impact Plan, and information regarding Host Community Agreements. Questions from the community are encouraged and will be answered at the meeting.

We look forward to talking with you and becoming part of your community!

Sincerely,

Kaily Hepburn

LEGAL NOTICE OF COMMUNITY OUTREACH MEETING
FOR MARIJUANA ESTABLISHMENT PURSUANT TO 935 CMR 500.000

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Meeting ID: 951 631 6664

Passcode: 1q2w3e

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The presentation will be posted to the above YouTube Channel at least 24 hours prior to the meeting. Questions may be submitted prior to the meeting by email to our moderator, during the presentation via the chat function, following the presentation during a dedicated interactive question and answer session, as well as follow up questions.

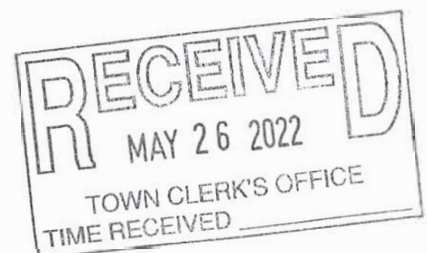
Topics to be discussed include: location, local regulations and zoning considerations, the type of Marijuana Establishment, information to demonstrate that the facility will be maintained securely, our plan to prevent diversion to minors, information to demonstrate that we will not constitute a nuisance, our Positive Impact Plan, and information regarding Host Community Agreements. Questions from the community are encouraged and will be answered at the meeting.

We look forward to talking with you and becoming part of your community!

Sincerely,



Kaily Hepburn



Community Outreach Meeting Attestation Form

Instructions

Community Outreach Meeting(s) are a requirement of the application to become a Marijuana Establishment (ME) and Medical Marijuana Treatment Center (MTC). 935 CMR 500.101(1), 500.101(2), 501.101(1), and 501.101(2). The applicant must complete each section of this form and attach all required documents as a single PDF document before uploading it into the application. If your application is for a license that will be located at more than one (1) location, and in different municipalities, applicants must complete two (2) attestation forms – one for each municipality. Failure to complete a section will result in the application not being deemed complete. Please note that submission of information that is “misleading, incorrect, false, or fraudulent” is grounds for denial of an application for a license pursuant to 935 CMR 500.400(2) and 501.400(2).

Attestation

I, the below indicated authorized representative of that the applicant, attest that the applicant has complied with the Community Outreach Meeting requirements of 935 CMR 500.101 and/or 935 CMR 501.101 as outlined below:

1. The Community Outreach Meeting was held on the following date(s):
2. At least one (1) meeting was held within the municipality where the ME is proposed to be located.
3. At least one (1) meeting was held after normal business hours (this requirement can be satisfied along with requirement #2 if the meeting was held within the municipality and after normal business hours).



4. A copy of the community outreach notice containing the time, place, and subject matter of the meeting, including the proposed address of the ME or MTC was published in a newspaper of general circulation in the municipality at least 14 calendar days prior to the meeting. A copy of this publication notice is labeled and attached as "Attachment A."

a. Date of publication:

b. Name of publication:

5. A copy of the community outreach notice containing the time, place, and subject matter of the meeting, including the proposed address of the ME or MTC was filed with clerk of the municipality. A copy of this filed notice is labeled and attached as "Attachment B."

a. Date notice filed:

6. A copy of the community outreach notice containing the time, place, and subject matter of the meeting, including the proposed address of the ME or MTC was mailed at least seven (7) calendar days prior to the community outreach meeting to abutters of the proposed address, and residents within 300 feet of the property line of the applicant's proposed location as they appear on the most recent applicable tax list, notwithstanding that the land of the abutter or resident is located in another municipality. A copy of this mailed notice is labeled and attached as "Attachment C." Please redact the name of any abutter or resident in this notice.

a. Date notice(s) mailed:

7. The applicant presented information at the Community Outreach Meeting, which at a minimum included the following:
- The type(s) of ME or MTC to be located at the proposed address;
 - Information adequate to demonstrate that the location will be maintained securely;
 - Steps to be taken by the ME or MTC to prevent diversion to minors;
 - A plan by the ME or MTC to positively impact the community; and
 - Information adequate to demonstrate that the location will not constitute a nuisance as defined by law.
8. Community members were permitted to ask questions and receive answers from representatives of the ME or MTC.



Name of applicant:

Name of applicant's authorized representative:

Signature of applicant's authorized representative:



Community Outreach Meeting Recording Link

Topic: Kaily Hepburn's Personal Meeting Room

Start Time: Jun 2, 2022 06:11 PM

Meeting Recording:

https://us02web.zoom.us/rec/share/jnu10KeIIyCiyOvbCvXXtvXKlc5Xm6TAYTMBNQP7tIGKZ_tnpK17GKnoSwL777Dv.6xNSaW444Ah6wWkN

Access Passcode: PEXCOM62!

COMPLIANCE WITH COMMUNITY OUTREACH MEETING REGULATIONS & ORDER

REQUIREMENTS PURSUANT TO 935 CMR 500.101(1)(a)(9)	
<u>Requirement</u>	<u>Compliance</u>
Host within the six months prior to the application	Hosted 6/2/2022. Deadline to apply 12/2/2022.
Copy of a notice of the time, place and subject matter of the meeting, including the proposed address of the Marijuana Establishment, that was published in a newspaper of general circulation in the city or town at least 14 calendar days prior to the meeting;	The notice ran in the Ware River News on May 19, 2022. The ad proof is labeled "Attachment A".
Copy of the meeting notice filed with the city or town clerk, the planning board, the contracting authority for the municipality and local cannabis licensing authority, if applicable;	Notices were mailed to the Town Clerk, Planning Board, Town Manager and Board of Selectmen on May 20, 2022. A copy of the letter is labeled "Attachment B".
Attestation that at least one meeting was held within the municipality where the establishment is proposed to be located;	The meeting was held virtually pursuant to the Commission's Order.
Attestation that at least one meeting was held after normal business hours;	The meeting was held at 6:30 p.m.
Attestation that notice of the time, place and subject matter of the meeting, including the proposed address of the Marijuana Establishment, was mailed at least seven calendar days prior to the community outreach meeting to abutters of the proposed address of the Marijuana Establishment, and residents within 300 feet of the property line of the petitioner as they appear on the most recent applicable tax list, notwithstanding that the land of any such Owner is located in another city or town;	Notices were mailed to the 23 abutters and residents within 300 feet of the property line on May 20, 2022. A copy of the letter is labeled "Attachment C".
Information presented at the community outreach meeting, which shall include, but not be limited to: (i) The type(s) of Marijuana Establishment to be located at the proposed address; (ii) Information adequate to demonstrate that the location will be maintained securely; (iii) Steps to be taken by	All required elements were included in the PowerPoint presentation and discussed at the meeting.

the Marijuana Establishment to prevent diversion to minors; (iv) A plan by the Marijuana Establishment to positively impact the community; (v) Information adequate to demonstrate that the location will not constitute a nuisance as defined by law; and (vi) An attestation that community members were permitted to ask questions and receive answers from representatives of the Marijuana Establishment.	
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REQUIREMENTS PURSUANT TO CCC ADMINISTRATIVE ORDER ALLOWING VIRTUAL WEB-BASED COMMUNITY OUTREACH MEETINGS	
<u>Requirement</u>	<u>Compliance</u>
Applicants may hold a Community Outreach Meeting via virtual, web-based means. The technology, including public interaction capabilities, shall be tested at least once prior to the date of the meeting.	The Zoom platform was tested prior to the meeting.
The applicant shall follow all accessibility requirements, including the Americans with Disabilities Act (ADA) Accessibility Guidelines. This shall include, but is not limited to, closed captioning. The applicant may wish to liaise with the host community's ADA coordinator.	The applicant spoke with the Town Manager about ADA accessibility and decided to post the PowerPoint to YouTube prior to the meeting, post the recording to YouTube with a transcript after the meeting if requested, and provide an avenue for participants to ask questions and make requests for hearing accommodations prior to the meeting.
The applicant shall obtain approval in writing from the Contracting Authority or Authorized Representative of the host community for a virtual Community Outreach Meeting.	The applicant had verbal approval and a formal letter signed by the Town Manager.
The applicant shall ensure full notice of the meeting in accordance with 935 CMR 500.101(1)(a)(9) or 935 CMR 501.101(1)(a)(9).	Notice requirements in accordance with 935 CMR 500.101(1)(a)(9) were fulfilled as outlined in the above table.
The applicant shall provide in the notice instructions on how to join and participate in the meeting. The applicant may wish to provide instructions in any language common to the host community.	Joining and participation instructions were available in the abutter notices, Town notices, Town website, YouTube and in the newspaper.
The applicant shall accept questions submitted in advance, which the applicant shall respond to during the meeting. The	Notices in the newspaper, to the abutters, to the Town and posted on YouTube and the Town website included contact information

applicant shall detail how to submit questions in the notice.	for our moderator and an invitation to submit questions prior to, at and after the meeting. No questions were submitted prior to the meeting. Two questions were asked and answered at the meeting.
The applicant shall post on a publicly accessible website all meeting materials at least 24 hours in advance of the meeting.	The meeting's detailed PowerPoint was posted to YouTube prior to the meeting.
The applicant shall enable communication that allows for engagement, questions and other interaction between the applicant and residents of the host community.	Participants were able and encouraged to ask verbal questions as well as post questions in the chat function.
The applicant shall designate a meeting moderator, that individual shall not be associated with the applicant but may be associated with the host community. The moderator shall allow any meeting participant to offer questions or comments and allow for follow-up questions.	Our meeting moderator was David Rabinovitz. He was available for pre-questions, asked for questions during the presentation and is available for follow-up questions.
The applicant shall submit to the Commission the number of participants attending the meeting.	There were 3 attendees . Present were two residents and the Town Manager Stuart Beckley, as well as David Oles of American Alarm, David Rabinovitz as moderator and principal Kaily Hepburn. YouTube has 5 additional views as of June 9, 2022.
The applicant shall submit to the Commission a recording of the meeting as an attachment to their license application.	The link to the Zoom recording is provided.
The applicant shall submit a recording of the meeting to the host community in a form or manner conducive for replay on local cable access or other broadcast means at the host community's discretion.	The Zoom recording link was emailed to Town Manager Stuart Beckley and assistant Christopher Nolan on June 8, 2022.
With the exception of holding an in-person meeting, the applicant shall comply with all other requirements of 935 CMR 500.101(1)(a)(9) or 935 CMR 501.101(1)(a)(9) and Guidance for Applicants on Community Outreach.	All requirements 935 CMR 500.101(1)(a)(9) were met as detailed above.

PLAN TO REMAIN COMPLIANT WITH LOCAL ZONING

Pineapple Express, LLC (PEx) will begin and remain in compliance with all local bylaws, regulations, codes and ordinances for the marijuana delivery operator establishment located at 124 C West Street, Ware, Massachusetts 01082.

SITE INFORMATION

Address: 124 C West Street, Ware, Massachusetts 01082
Parcel ID: 56-0-94
Acres: 7
Zone: Highway Commercial (HC)

LOCAL PERMITTING

To comply with local permitting, including §4.8.8 *Registered Marijuana Facilities (RMF) and Marijuana Cultivation Sites (MCS)*, we are required to adhere to the following:

Recreational Marijuana Establishment: a business where the possession, sale, distribution, dispensing and administration of recreational marijuana and products containing and/or associated to recreational marijuana is authorized.

A Special Permit and Site Plan Approval are required in accordance with §7.2 *Special Permits*, §7.4 *Site Plan Review* and §4.8.8.

Summary of Requirements:

1. Submit Host Community Agreement;
2. Comply with 300 foot setback from parks, playgrounds, elementary, middle or high school, or state licensed child day care center. The setback is measured from door to door;
3. Submit the Security Plan and agree to incorporate the recommendations of the Ware Police Chief to the fullest extent practicable;
4. Possess a license from the Commonwealth of Massachusetts;
5. Site, develop and operate in DTC, MY or HC zoning districts;
6. Conform to §7.2 *Special Permits*, §7.4 *Site Plan Review*, and §4.2 *Use Table*;
7. Provide urban design and landscaping elements to harmonize with abutting uses;
8. Not generate odors;
9. Comply with §6.5 regarding signs;
10. Operate between 8:00 a.m. and 8:00 p.m. Monday through Sunday;
11. Noise shall comply with the Noise Policy of the Commonwealth of Massachusetts Department of Environmental Protection and Division of Air Quality regulations 310 CMR 7.10 and any local noise abatement by law;
12. A Traffic Study may be required including an analysis of parking demand;
13. Special Permits shall be personal to the applicant and shall lapse if the application is no longer a license holder;
14. All rules and regulations of the CCC must be adhered to;

15. Comply with regulations such as wetlands, septic, water supply, etc., as appropriate;
16. Applicant must be the property owner or duly authorized agent;
17. Site Plan Review is required to assure compliance with parking, waste management, lighting and all other zoning regulations;
18. When a conflict arises between local and state regulations, the more restrictive shall be in full force;
19. Any change in ownership requires notification to and review by the Planning Board;
20. The Special Permit shall terminate upon dissolution of the business, change in ownership, or revocation of the authorization to operate by the CCC;
21. The Planning Board, Town Planner and Town Manager shall be notified of any violations, citations or other sanctions by the CCC or other regulatory agency as related to operations conducted under the Special Permit within three days; and
22. Operations must comply with all other local, state or other rules, regulations and requirements.

Public Hearing and Decision. The applicant and the Special Permit Granting Authority shall follow the procedures set forth in *MGL c. 40A* with respect to special permits.

Reports from Town Boards or Departments. The Special Permit Granting Authority shall transmit forthwith a copy of the application and plan(s) to other boards, departments, or committees as it deems necessary or appropriate, for their written reports. Any such entity to which applications are referred for review shall make such recommendation or submit such reports as they deem appropriate and shall send a copy thereof to the SPGA and to the applicant. Failure of any such entity to make a recommendation or submit a report within 21 days of receipt of the application shall be deemed a lack of opposition.

Time Limitation on Special Permit. A special permit shall lapse if a substantial use thereof has not been commenced or, in the case of a permit for construction, if construction has not commenced within two years from the granting of the special permit or other period of time as specified by the SPGA, not to exceed two years from the date of grant thereof.

The Planning Board shall be the Special Permit Granting Authority.

ONGOING COMPLIANCE

PEx will employ a Compliance Officer to ensure ongoing compliance and remain apprised of any zoning changes in the Town that could affect the project.

PEx will work collaboratively with the Town of Ware to ensure compliance with local regulations and looks forward to a harmonious relationship with our host town, abutters and community.

Classifieds

12 WEEKLY NEWSPAPERS | SERVING 50 LOCAL COMMUNITIES

A TURLEY PUBLICATION | www.turley.com

COMMUNITY MARKETPLACE

Call us at 413.283.8393

FOR SALE

ANTIQUE AND PERIOD CHAIRS
- Restored with new woven seats - Many styles and weaves available. Call (413)289-6670

FIREWOOD

All Oak Cut/Split/Delivered Money for your trees. Licensed Forester. (508)335-8042

FIREWOOD

Fresh cut & split \$180.00
Seasoned cut & split \$270.00
All hardwood.
Tree length available
*Also have seasoned softwood for outdoor boilers (Cheap). Quality & volumes **guaranteed!!** New England Forest Products (413)477-0083

!!!!FRESH CUT!!!! Over a cord guaranteed. Cut, Split, Prompt delivery. Call D & D Cordwood (413)348-4326.

TAG SALE

ESTATE SALE: May 21 and 22, 8:30am to 2pm. 43 River St., West Warren. Housewares, antique clocks, grandfather clocks, dressers, lawncare, rugs, flat screen TVs, records, tapes, tools and miscellaneous items. Rain or shine. EVERYTHING MUST GO!

MULTI-FAMILY TAG SALE Mill Pond Estates, Michael Dr, off of High St Palmer/Thorndike. Saturday May 21st, Sunday May 22nd 9-4

WANTED

WANTED TO BUY

FIELDSTONE WALLS WANTED to buy. Looking to purchase large quantities of old stone walls. Please call R.E. Barnes Fieldstone (978)807-0746

SERVICES

1***A CALL WE HAUL WE TAKE IT ALL WE LOAD IT ALL**
Lowest Rates, accumulations, junk, estates, attics, garages, appliances, basements, demo services. 10% disc. with this ad off services. Dumpster Rentals available for rent. All Major CC's
CALL NOW (413)531-1936
acallwehaul@gmail.com

SERVICES

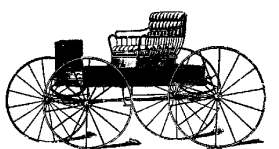


2***A & B HOUSEHOLD REMOVAL SERVICE*******
Cellars, attics, garages cleaned, yard debris. Barns & sheds demolished. Swimming pools removed. Cheaper than dumpster fees and we do all the work. Lowest rates. Fully insured. (413)283-6512, cell (413)222-8868.

BILODEAU AND SON ROOFING. Established 1976. New re-roofs and repairs. Gutter cleanings and repairs. Licensed/ insured. Call (413)967-6679

CHAIR SEAT WEAVING & refinishing - cane, fiber rush & splint - Classroom instructor, 20+ years experience. Call Walt at (413)289-6670 for estimate.

PAINT AND PAPER Over 25 years experience. References. Lic #086220. Please call Kevin 978-355-6864.



WE RENOVATE, SELL & PURCHASE (any condition) horse drawn vehicles such as sleighs, carriages, surreys, wagons, dr's buggies, driveable or lawn ornaments. Some furniture and other restoration services available. Reasonable prices. Quality workmanship. Call (413)213-0373 for estimate and information.

DEMERS & SONS BELCHERTOWN, MA

APPLIANCES

JOHN SHEA'S APPLIANCE REPAIR Get it done right!! Same day service. 508-867-7124, 774-200-1391 Check us out on facebook

CHILD SERVICES

***NEW STATE LAW.** Anyone advertising caring of children must list a license number to do so if they offer this service in their own home.

ELECTRICIAN

DEPENDABLE ELECTRICIAN, FRIENDLY service, installs deicing cables. Free estimates. Fully insured. Scott Winters electrician Lic. #13514-B Call (413)244-7096.

EXCAVATING

ELIOT STARBARD EXCAVATION 35 yrs of happy customers. 508-882-0140

SERVICES

HOME IMPROVEMENT

CERAMIC TILE INSTALLATION Kitchen, bath, foyers. References. Lic #086220. Please call Kevin (978)355-6864.

HOME IMPROVEMENTS. REMODELING Kitchens, baths. Ceramic tile, windows, painting, wallpapering, siding, decks. Insurance work. Fully insured. Free estimates. (413)246-2783 Ron.

INSTRUCTION

DON'T BE A STARVING ARTIST - learn how to teach painting with this special method to people of all ages and abilities and have your own business with a stable income. Fill the need for more art in healthcare facilities. Check it out at: www.artis4every1.com or call (508)882-3848

LANDSCAPING

A+ ROZELL'S LANDSCAPING & BOBCAT SERVICE
Excavator Services
Overgrown property?
Extreme Brush Cutting!
Shrub, Stump, Tree Removal
Lawn/Arborvitae Installed
Loam, Stone, Mulch, Sand
Storm Clean-up
Small Demolition/ Junk Removal
Insured
Josh Rozell 413-636-5957

****ALL SEASON**** Specializing in shrub trimming, pruning, design, deliveries, loader, backhoe, insured. Professional. Please call Bob (413)537-5789 (413)538-7954.

LAND CREATIONS

LANDSCAPE DESIGN & MAINTENANCE Hardscapes, Walls, Patios, Pavers, Mowing, Shrubs, Mulch, Landscape, Design & Consulting. 25+ years experience. Todd Fillion (413)544-3955

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STOP WET BASEMENTS ABC MASONRY & BASEMENT WATERPROOFING

All brick, block, stone, concrete. Hatchway doors, basement windows, chimneys rebuilt & repaired, foundations repaired, basement waterproofing systems, sump pumps. BBB+ rating. Free estimates. Lic #14790. Call (413)569-1611, (413)374-5377

SERVICES

PAINTING

KEEP IT PAINTING - Klems excellent exterior painting. Interiors too. Specializing in all aspects of quality painting and staining. 25 years experience. Free consultation. Steve (413)477-8217

PLUMBING

LINC'S PLUMBING LIC. #J27222
"New Season"
"New Projects"
Call LINC'S
For Your Connection
(413)668-5299

TREE WORK

AAA - TROM'S TREE SERVICE Let me save you money. Tree removal, hazard tree removal, cordwood, stump grinding. We're fully insured and **workmen's comp.** for your protection. Free estimates. Mon-Sun Call Jason (413)283-6374

AAA1 H & H TREE SERVICE Fully insured. 15 yrs experience climbing. Skid steer work, land clearing. Call Dave 413-668-6560 day/night.

DL & G TREE SERVICE. Everything from tree pruning, tree removal, stump grinding, storm damage and brush chipping. Honest and Dependable. Fully insured. Now offering a Senior Citizen and Veteran discount. Call today for free estimate (413)478-4212

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TUTORING Many Subjects; Very experienced tutor! Grade School Math/ Reading. All ages Public Speaking & Presentations. Adult Literacy/Test-taking strategies/coaching; PASS that test! And more! Customized pricing. Call (413)213-0967
Teacher-trainer@instructor.net

STUMP GRINDING

DL & G STUMP GRINDING Grinding stumps of all sizes, insured & certified. Senior discounts. Call Dave 413-478-4212

AUTO

AUTO PARTS

ALUMINUM TOOL BOX Locking. Fits both Toyota Trucks, Black \$125.00 Call (413)323-4413

Read your local newspaper online at www.newspapers.turley.com

PETS

RETIRED RACING GREYHOUNDS AVAILABLE FOR ADOPTION SPAYED/NEUTERED, WORMED, SHOTS, HEARTWORM TESTED, TEETH CLEANED

MAKE A FAST FRIEND!

GREYHOUND OPTIONS INC. CALL MARY AT 413-566-3129 OR CLAIRE AT 413-967-9088 OR GO TO WWW.GREYHOUNDOPTIONS.ORG

HELP WANTED

TOWN OF WILBRAHAM

LIBRARY PAGE Looking for a reliable Library Page. For application and more information please visit www.wilbraham-ma.gov. Application deadline 6/10/2022 at 4:30 PM. EOE

REAL ESTATE

LAND FOR SALE

HOLLAND MA Unbuildable ROW level waterfront lot with dock, beach and boat ramp \$25k or best offer (508)868-6157 or (508)723-3433

FOR RENT



ALL REAL ESTATE advertised herein is subject to the Federal Fair Housing Act, which makes it illegal to advertise "any preference, limitation, or discrimination because of race, color, religion, sex, handicap, familial status, or national origin, or intention to make any such preference, limitation, or discrimination." We will not knowingly accept any advertising for real estate which is in violation of the law. All persons are hereby informed that all dwellings advertised are available on an equal opportunity basis.

Classified Advertising DEADLINES
QUABBIN & SUBURBAN FRIDAY AT NOON
HILLTOWNS MONDAY AT NOON

REAL ESTATE

BELCHERTOWN LORD JEFFERY APARTMENTS has 1 and 2 bedroom units available. Located in a quiet country setting with modern appliances, w/w carpet, porch/patio, heat & hot water included. Conveniently located for shopping and school district. For more information, please call 413-323-5535, 711 MA Relay, or stop by the rental office located at 121 N. Main St., B-6, Belchertown. 1BR rent \$1,090, 2 BR rent- \$1190. Section 8 and Vouchers welcome. Applications also being accepted for subsidized wait list.



MILL HOLLOW APARTMENTS 133 JABISH ST. BELCHERTOWN, MA Mill Hollow Apartments is located in a quiet country setting with bright clean one bedroom units. Heat, hot water, carpet and appliances are included. Patios and Balconies. Near transportation and shopping. Pets allowed. Pet Rules Apply. To qualify applicants must be 62 years of age or older, handicapped, disabled regardless of age and meet income guidelines. Apply at the Rental Office: 121 N. Main St., Belchertown or call (413)323-5535 or TTY 711.



SMALL 1 BEDROOM House. All gas - heat, hot water and cooking. Off street parking, own yard. First month plus security deposit required. Available June 1st. Call (413)668-5214

FOR RENT



All real estate advertising in this newspaper is subject to the Federal Fair Housing Act of 1968, which makes it illegal to advertise any preference, limitation or discrimination based on race, color, religion, sex, handicap, familial status (number of children and or pregnancy), national origin, ancestry, age, marital status, or any intention to make any such preference, limitation or discrimination. This newspaper will not knowingly accept any advertising for real estate that is in violation of the law. Our readers are hereby informed that all dwellings advertising in this newspaper are available on an equal opportunity basis. To complain about discrimination call The Department of Housing and Urban Development "HUD" toll-free at 1-800-669-9777. For the N.E. area, call HUD at 617-565-5308. The toll free number for the hearing impaired is 1-800-927-9275.

Commonwealth of Massachusetts
The Trial Court
Hampshire Probate and Family Court
15 Atwood Drive
Northampton, MA 01060
(413)586-8500
Docket No. HS22P0123EA
Estate of: Claire Daigle
Date of Death: 08/14/2020
CITATION ON PETITION FOR FORMAL ADJUDICATION
To all interested persons:

A Petition for Formal Probate of Will has been filed by Pamela Cappel of Pleasanton CA requesting that the Court enter a formal Decree and Order and for such other relief as requested in the Petition.

The Petitioner requests that: Pamela Cappel of Pleasanton CA be appointed as Personal Representative(s) of said estate to serve Without Surety on the bond in unsupervised administration. IMPORTANT NOTICE You have the right to obtain a copy of the Petition from the Petitioner or at the Court. You have a right to object to this proceeding. To do so, you or your attorney must file a written appearance and objection at this Court before: 10:00 a.m. on the return day of 06/08/2022.

This is NOT a hearing date, but a deadline by which you must file a written appearance and objection if you object to this proceeding. If you fail to file a timely written appearance and objection followed by an affidavit of objections within thirty (30) days of the return day, action may be taken without further notice to you. UNSUPERVISED ADMINISTRATION UNDER THE MASSACHUSETTS UNIFORM PROBATE CODE (MUPC) A Personal Representative appointed under the MUPC in an unsupervised administration is not required to file an inventory or annual accounts with the Court. Persons interested in the estate are entitled to notice regarding the administration directly from the Personal Representative and may petition the Court in any matter relating to the estate, including the distribution of assets and expenses of administration. WITNESS, Hon. Linda S Fidnick, First Justice of this Court. Date: April 29, 2022 Michael J. Carey Register of Probate 05/19/2022

LEGAL NOTICE OF COMMUNITY OUTREACH MEETING Notice is hereby given that a virtual Community Outreach Meeting for a proposed Marijuana Establishment is scheduled for Thursday, June 2, 2022 at 6:30 p.m. via Zoom. The proposed Marijuana Delivery Operator Establishment is anticipated to be located at 124 West Street, Ware, MA 01082. Join the meeting with the following: <https://us02web.zoom.us/j/9516316664?pwd=d0hHTGM5OThWJRsR2lWaVhoYXQzZz09> Meeting ID: 951 631 6664 Passcode: 1q2w3e Questions or requests for accommodations for hearing impairment can be emailed to David Rabinovitz at drabinovitz@gmail.com by 4:30 p.m. on the evening of the presentation. There will be an opportunity for the public to ask questions during and after the presentation. 05/19/2022

Commonwealth of Massachusetts
The Trial Court
Hampshire Probate and Family Court
15 Atwood Drive
Northampton, MA 01060
(413)586-8500
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Notice of Public Hearing
Planning Board
LEGAL NOTICE
SP-2022-07

NOTICE is hereby given that the Ware Planning Board, acting as the Special Permit Granting Authority, will hold a Public Hearing on THURSDAY, June 2, 2022 at 7:35 PM on the application of Pamela Hausser, for a Special Permit to convert a pre-existing metal building into a Dog Kennel (Customary Home Occupation) under Section 4.4.1, of the Zoning Bylaw, and pursuant to MGL Chapter 40A. Pursuant to Chapter 22 of the Acts of 2022, this hearing will be conducted in person and via remote means, in accordance with applicable law. This means that members of the Planning Board as well as members of the public may access this meeting in person, or via virtual means. In person attendance will be held in the Selectmen's Meeting Room, 126 Main Street, Town Hall, Ware, MA. It is possible that any or all members of the public body may attend remotely, with in-person attendance consisting of members of public. The meeting may be accessed remotely via zoom. Go to <https://zoom.us/join> or join by phone. Phone Number: 929-205-6099; Meeting ID: 784 604 1861; Password: 01082. SITE LOCATION: 73 Hardwick Pond Road, Ware, MA. Said premises being further described in deeds recorded in the Hampshire County Registry of Deeds, Book 13942, Page 39. Property is also identified as Assessor's Parcel # 43-0-14. Zoned: Rural Residential (RR).

A complete copy of the application can be found at the Town Clerk's office and on the Planning & Community Development Department website under Recent Filings. Anyone interested or wishing to be heard on the application should appear at the time and place designated. Richard Starodoj, Chairman WARE PLANNING BOARD 05/19, 05/26/2022

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PUBLIC NOTICES ARE NOW ONLINE

- 1 Email all notices to notices@turley.com
- 2 Access archives and digital tear sheets by newspaper title.
- 3 Find a quick link to the state of Massachusetts' public notice web site to search all notices in Massachusetts newspapers.

Public notice deadlines are Mondays at noon, Fridays noon for Monday holidays.

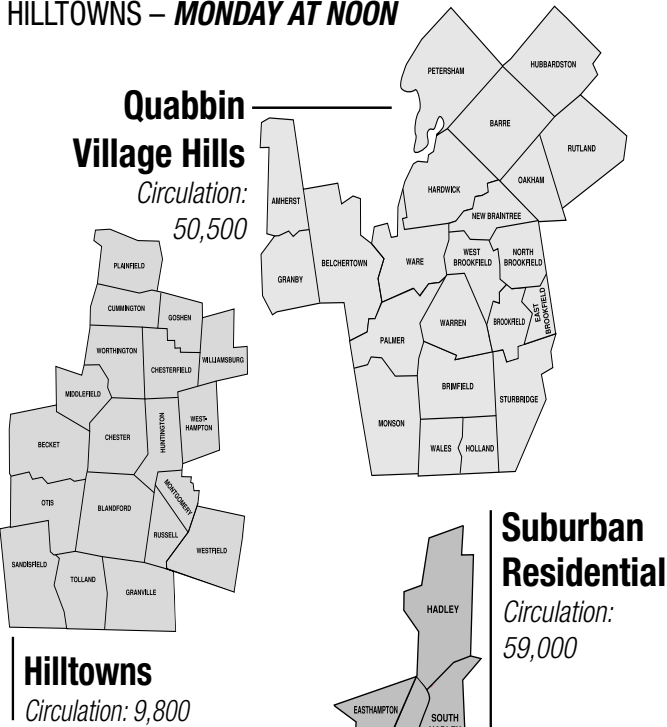
visit www.publicnotices.turley.com

FILL OUT AND MAIL THIS MONEY MAKER

MAIL TO: Classifieds, 24 Water St., Palmer, MA 01069
or call: 413-283-8393

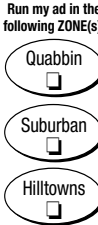
DEADLINES: QUABBIN & SUBURBAN - FRIDAY AT NOON
HILLTOWNS - MONDAY AT NOON

CATEGORY:			
1	2	3	4
5	6	7	8
9	10	11	12
13	14	15	16
17	18	19	20 Base Price \$26.00
21 Base Price \$26.50	22 Base Price \$27.00	23 Base Price \$27.50	24 Base Price \$28.00
25 Base Price \$28.50	26 Base Price \$29.00	27 Base Price \$29.50	28 Base Price \$30.00
29 Base Price \$30.50	30 Base Price \$31.00	31 Base Price \$31.50	32 Base Price \$32.00
33 Base Price \$32.50	34 Base Price \$33.00	35 Base Price \$33.50	36 Base Price \$34.00
37 Base Price \$34.50	38 Base Price \$35.00	39 Base Price \$35.50	40 Base Price \$36.00



Buy the Quabbin Village Hills or the Suburban Residential ZONE for \$26.00 for 20 words plus 50¢ for each additional word. Add \$10 for a second Zone or add \$15 to run in ALL THREE ZONES.

First ZONE base price _____ Includes additional words
Add a second ZONE \$10.00
Add a third ZONE \$5.00
Subtotal _____
x Number of Weeks _____
TOTAL Enclosed _____



Name: _____ Phone: _____
Address: _____
Town: _____ State: _____ Zip: _____
Number of Weeks: _____ X per week rate = \$ _____
Credit Card: ☐ MasterCard ☐ VISA ☐ Discover ☐ Cash ☐ Check# _____
Card #: _____ Exp. Date _____ CVV _____
Amount of charge: _____ Date: _____

OUR CLASSIFIEDS REACH 50 COMMUNITIES EVERY WEEK!



Beth Waterfall
Executive Director
ELEVATE Northeast
346 River Street
Norwell, MA 02061

June 21, 2022

Ms. Kaily Hepburn
Pineapple Express, LLC
P.O. Box 895
West Springfield, MA 01090

Re: Letter of Acceptance of Financial Support

Dear Ms. Hepburn:

Thank you for Pineapple Express's commitment to support ELEVATE Northeast Events and Education, Inc. ("ELEVATE"). As you know, ELEVATE is a Massachusetts-based, women-founded 501(c)3 nonprofit organization that exists for the good of the cannabis industry. ELEVATE also oversees the cannabis workforce development programs at Holyoke Community College's Cannabis Education Center ("CEC").

This letter serves as confirmation that ELEVATE agrees to accept a \$5,000 donation from Pineapple Express upon commencement of operations and on an annual basis thereafter. The donated funds will support ELEVATE's community education efforts, including events and outreach efforts in and around areas of disproportionate impact as defined by the Massachusetts Cannabis Control Commission.

We wish you the best of luck as you complete the application process, and we look forward to receiving Pineapple Express's financial contributions to help move the mission of ELEVATE forward.

Gratefully,

A handwritten signature in black ink, appearing to read "Beth Waterfall", written over a horizontal line.

Beth Waterfall
Executive Director
ELEVATE Northeast Events and Education, Inc.

POSITIVE IMPACT PLAN

Governed by: M.G.L. ch. 94G, §4 (a1/2)(iv) and 935 CMR 500.101(1)(a)(11)

Pineapple Express, LLC (PEX) is dedicated to serving and supporting those disproportionately harmed by cannabis prohibition enforcement, which the Cannabis Control Commission has identified as the following five Groups:

1. Past or present residents of the geographic areas of disproportionate impact (ADIs), which have been defined by the Commission and identified in its Guidance for Identifying Areas of Disproportionate Impact;
2. Commission-designated Certified Economic Empowerment Priority recipients;
3. Commission-designated Social Equity Program participants;
4. Massachusetts residents who have past drug convictions; and
5. Massachusetts residents with parents or spouses who have drug convictions.

To support such populations, PEX has created a Positive Impact Plan, summarized below, and has identified goals and priorities.

GOALS

To impact those in the above Groups, PEX will:

1. Donate funds to ELEVATE Northeast whose mission “is to empower underrepresented populations to work and lead in the cannabis industry, and to empower our communities to be educated customers and responsible consumers.” (*Groups 1 - 5*); and
2. Provide an annual functional educational program for those seeking to seal criminal records to reduce barriers to entry in the cannabis industry and the workforce in general for 50 participants (*Group 4 & 5*). The program will target those in our host community Ware and the surrounding ADIs Amherst and Monson. We will also advertise in ADIs Springfield and Worcester.

PROGRAMS

To implement the defined Goals, PEX will:

1. Donate \$5,000 annually to ELEVATE Northeast and direct the funds to educational programs or scholarships targeted to past or present residents of ADIs, Economic Empowerment Priority recipients, Social Equity Program Participants and/or Massachusetts residents with past drug convictions or with parents or spouses with past drug convictions.
2. Host an annual record sealing workshop teaching which criminal records can be sealed and how to seal them. The workshop will also assist individuals through the sealing process with the courts or probation department. The topics discussed will include: which items in a criminal record are eligible to be sealed, the law around record sealing,

the legal requirements for sealing a record, the steps to seal a record and strategies for presenting the request in court. An instructional handout will be created and distributed to those in attendance as well as interested parties who cannot attend. The workshop will be advertised in print and online sources designed to reach the targeted groups. Sample publication locations include the Ware River News, The Daily Hampshire Gazette (Amherst), MassLive, Journal Register (Monson), The Republican (Springfield, West Springfield, Holyoke), The Worcester Telegram (Worcester), Ware Town Hall and online industry boards including ELEVATE Northeast as allowed. The annual workshop will be open to fifty (50) participants.

MEASUREMENTS

PEX will develop specific initiatives, creating partnerships and achieving measurable outcomes to ensure that PEX meets the Plan's goals. We will collaborate with the Town of Ware on advertising and topic selection. We will audit the progress of the plan annually upon provisional license renewal and will disclose tracked measurement metrics. Metrics tracked will include the following:

1. Donation: At the end of each year, PEX will conduct an analysis and create a report on the amounts and percentages of donations and other financial support that the company has given to the programs outlined above. PEX will continue to assess the viability and impact of financial donations made and annually review donation amounts.
2. Record Sealing Workshop: PEX will document the workshop date, the topics discussed, the number of attendees, to which targeted group the attendees belong, to which ADIs the attendees belong and referral sources. Participating individuals or businesses will be asked to complete an anonymous assessment of the program which will provide insight into the demographics of the attendees, the helpfulness and clarity of the topics presented as well as suggestions for future programs.

DISCLOSURES

PEX acknowledges and will adhere to the requirements set forth in *935 CMR 500.105(4)* which provides the permitted and prohibited advertising, branding, marketing, and sponsorship practices of every Marijuana Establishment.

Any actions taken, or programs instituted, by PEX will not violate the Commission's regulations with respect to limitations on ownership or control or other applicable state laws.

PEX understands that the progress or success of this plan must be demonstrated upon each annual license renewal period in conformity with *935 CMR 500.103(4)(b)*.



The Commonwealth of Massachusetts
William Francis Galvin

Minimum Fee: \$500.00

Secretary of the Commonwealth, Corporations Division
 One Ashburton Place, 17th floor
 Boston, MA 02108-1512
 Telephone: (617) 727-9640

Certificate of Organization

(General Laws, Chapter)

Identification Number: 001550702

1. The exact name of the limited liability company is: PINEAPPLE EXPRESS, LLC

2a. Location of its principal office:

No. and Street: 64 ELM CIRCLE
 City or Town: WEST SPRINGFIELD State: MA Zip: 01089 Country: USA

2b. Street address of the office in the Commonwealth at which the records will be maintained:

No. and Street: 64 ELM CIRCLE
 City or Town: WEST SPRINGFIELD State: MA Zip: 01089 Country: USA

3. The general character of business, and if the limited liability company is organized to render professional service, the service to be rendered:

TO OPERATE A DELIVERY COMPANY AND ANY OTHER LAWFUL BUSINESS PURPOSE

4. The latest date of dissolution, if specified:

5. Name and address of the Resident Agent:

Name: KAILY S. HEPBURN
 No. and Street: 64 ELM CIRCLE
 City or Town: WEST SPRINGFIELD State: MA Zip: 01089 Country: USA

I, KAILY S. HEPBURN resident agent of the above limited liability company, consent to my appointment as the resident agent of the above limited liability company pursuant to G. L. Chapter 156C Section 12.

6. The name and business address of each manager, if any:

Title	Individual Name First, Middle, Last, Suffix	Address (no PO Box) Address, City or Town, State, Zip Code

7. The name and business address of the person(s) in addition to the manager(s), authorized to execute documents to be filed with the Corporations Division, and at least one person shall be named if there are no managers.

Title	Individual Name First, Middle, Last, Suffix	Address (no PO Box) Address, City or Town, State, Zip Code
SOC SIGNATORY	KAILY S. HEPBURN	64 ELM CIRCLE WEST SPRINGFIELD, MA 01089 USA

8. The name and business address of the person(s) authorized to execute, acknowledge, deliver and record any recordable instrument purporting to affect an interest in real property:

Title	Individual Name First, Middle, Last, Suffix	Address (no PO Box) Address, City or Town, State, Zip Code
REAL PROPERTY	KAILY S. HEPBURN	64 ELM CIRCLE WEST SPRINGFIELD, MA 01089 USA

9. Additional matters:

SIGNED UNDER THE PENALTIES OF PERJURY, this 20 Day of December, 2021,
KAILY S. HEPBURN

(The certificate must be signed by the person forming the LLC.)

THE COMMONWEALTH OF MASSACHUSETTS

I hereby certify that, upon examination of this document, duly submitted to me, it appears that the provisions of the General Laws relative to corporations have been complied with, and I hereby approve said articles; and the filing fee having been paid, said articles are deemed to have been filed with me on:

December 20, 2021 10:25 AM

A handwritten signature in black ink, reading "William Francis Galvin". The signature is written in a cursive style with a large, stylized 'W' and 'G'.

WILLIAM FRANCIS GALVIN

Secretary of the Commonwealth

INITIAL RESOLUTIONS

1. Resolved, the named Members of the Limited Liability Company are hereby named as Members and own an interest in the Limited Liability Company:

Kaily Hepburn
Alan Alves
Timothy Vautour
Joshua Alves

2. Resolved, the named Manager of the Limited Liability Company is Kaily Hepburn.
3. Resolved, that Pineapple Express, LLC was organized on December 20, 2021, in the Commonwealth of Massachusetts with Identification Number 001550702.
4. Resolved, that the copy of the Articles of Organization of the above named Limited Liability Company is complete.
5. Resolved, that the general provisions of an operating agreement be adopted and included as official records of the Limited Liability Company. If Members choose to adopt a more detailed operating agreement, then such agreement will take precedence over general provisions in the original operating agreement.
6. Resolved, that Members have formed a limited liability company, and is entitled to the full extent of their limitation of liability pursuant to state law. Furthermore, Members' failure to maintain formalities of a limited liability company does not preclude them from liability protection under state law.

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LIMITED LIABILITY COMPANY OPERATING AGREEMENT FOR PINEAPPLE EXPRESS, LLC

MEMBER MANAGED LIMITED LIABILITY COMPANY

ARTICLE I Company Formation

- 1.1 **FORMATION.** The Members have formed a Limited Liability Company ("Company") according to the laws of the Commonwealth of Massachusetts. This operating agreement is entered into and effective as of the date it is adopted by the Members.
- 1.2 **REGISTERED OFFICE AND AGENT.** The location and name of the registered agent will be as stated in these formation documents.
- 1.3 **TERM.** The Company will continue perpetually unless,
- (a) The Members vote for dissolution; or
 - (b) Any event which causes the Company's business to become unlawful; or
 - (c) Any other event causing dissolution of this Limited Liability Company under applicable state laws.
- 1.4 **BUSINESS PURPOSE.** The Company will conduct any and all lawful business deemed appropriate in executing the company's objectives.
- 1.5 **PRINCIPAL PLACE OF BUSINESS.** The Company's principal place of business will be stated in the formation documents, or as selected by the Members.
- 1.6 **ADMISSION OF ADDITIONAL MEMBERS.** Additional Members may be admitted to the Company through a Certificate of New Membership issuance by the Company of a new interest in the Company or a sale of the Members' current percentage of interest. Should a new Members be admitted, this operating agreement will become null and void, and a new operating agreement that addresses the powers of multiple Members will be adopted.

ARTICLE II Capital Contributions

- 2.1 **INITIAL CONTRIBUTIONS.** The Members initially shall contribute to the Company capital and the Company shall keep record of the amount contributed.

ARTICLE III
Profits, Losses and Distributions

- 3.1 **PROFITS/LOSSES.** For financial accounting and tax purposes the Company's net profits or net losses shall be determined on an annual basis.
- 3.2 **DISTRIBUTIONS.** The Members will determine and distribute available funds annually or as the Members see fit. Available funds will refer to the net cash of the Company available after expenses and liabilities are paid. Upon liquidation of the Company the Members' interest must be distributed according to the positive capital or pursuant to Treasury Regulation 1.704-1(b)(2)(ii)(b)(2). To the extent a Members have a negative capital account balance, there will be a qualified income offset, as set forth in Treasury Regulation 1.704-1(b)(2)(ii)(d).

ARTICLE IV
Management

- 4.1 **MANAGEMENT OF THE BUSINESS.** The Manager will be responsible for the management and ownership of the business.
- 4.2 **MEMBERS.** The liability of the Members will be limited as provided by state law. The Members are in control of the Company's affairs and have powers to bind the Company in legally binding agreements, including setting up and operating a LLC company bank account.
- 4.3 **POWERS OF THE MEMBERS.** The Members are authorized on the Company's behalf to make all decisions regarding operations and legal affairs, including but not limited to (a) the sale, development lease or other disposition of the Company's assets; (b) the purchase or acquisition of other assets of all kinds; (c) the management of all or any part of the Company's assets; (d) the borrowing of money, including the pre-payment, financing, or extension of any loan, and the granting of security interests in the Company's assets; (e) the compromise or release of any of the Company's claims or debts; and, (f) the employment of persons, firms or corporations for the operation and management of the Company's business.
- Additionally, the Members are authorized to execute and deliver (a) all contracts, conveyances, assignments leases, sub-leases, franchise agreements, licensing agreements, management contracts and maintenance contracts covering or affecting the Company's assets; (b) all checks, drafts and orders for the payment of Company funds; (c) all promissory notes, loans, security agreements and other similar documents; and, (d) all other instruments of any other kind relating to the Company's affairs.
- 4.4 **NOMINEE.** Title to the Company's assets will be held in the Company's name or in the name of any nominee that the Members may designate. The Members shall have power to enter into a nominee agreement with any such person, and such agreement may contain provisions indemnifying the nominee, except for his or her willful misconduct.

- 4.5 **EXCULPATION.** Any act or omission of the Members, which causes or results in loss or damage to the Company or Members, if done in good faith to promote the best interests of the Company, shall not subject the Members to any liability.
- 4.6 **INDEMNIFICATION.** The Company will indemnify any person who was or is a party defendant or is threatened to be made a party defendant, pending or completed action, suit or proceeding, whether civil, criminal, administrative, or investigative (other than an action by or in the right of the Company) by reason of the fact that the person is or was a Member of the Company, employee, or agent of the Company, or is or was serving at the request of the Company. The termination of any action, suit, or proceeding by judgment, order, settlement, conviction, or upon a plea of "no lo Contendere" or does not imply that the party did or did not act in good faith and in a manner which he/she reasonably believed to be lawful and in the best interest of the Company.
- 4.7 **RECORDS.** The Members will keep the following at the Company's principal place of business or other location:
- (a) A copy of all formation documents and all amendments;
 - (b) Copies of the Company's federal, state, and local income tax returns and reports, if any, for the three most recent years;
 - (c) Copies of the LLC's financial statements for the three most recent years.

ARTICLE V Compensation

- 5.1 **MEMBERS MANAGEMENT FEE.** The Members rendering services to the Company may be compensated commensurate with the value of these services. All members must agree to any compensation to any member.
- 5.2 **REIMBURSEMENT.** The Company will reimburse the Members for all direct out-of-pocket expenses incurred in managing the Company.

ARTICLE VI Bookkeeping

- 6.1 **BOOKS.** The Members will keep accurate and complete accounting of the Company's affairs. The Company's accounting period will be the calendar year. At the end of the calendar year, the Members will prepare a statement of the Members' distributive share of income and expense for income tax reporting purposes.
- 6.2 **MEMBERS'S ACCOUNTS.** The Members shall maintain separate capital and distribution accounts for each Member. Each Members' capital account will be

determined and maintained in the manner set forth in Treasury Regulation 1.704-1(b)(2)(iv) and shall consist of his/her initial capital contribution increased by:

- (a) Any additional capital contribution made by him/her;
- (b) Credit balances transferred from his or her distribution account to the Members' capital account; and decreased by:
 - (i) Distributions to him/her in reduction of Company capital;
 - (ii) The Company's losses if charged to his/her capital account.

ARTICLE VII Bank Account

- 7.1 **AUTHORITY TO OPEN A BANK ACCOUNT.** The Members have the authority to open any bank account(s) under the Limited Liability Company name. The LLC will maintain its funds in one or more separate bank accounts in the name of LLC. Additionally, the LLC will not allow the funds of the Company to be co-mingled in any way with the funds of another person.

ARTICLE VIII Transfers

- 8.1 **ASSIGNMENT.** Should the Members have a creditor with a judgment that issues assignment of the Membership interest to the creditor, the creditor will only obtain an assignment of the Membership interest. The creditor will not receive actual Membership in the LLC. The creditor does not have any Membership rights or possess the ability to be involved in the management of the LLC. Equally, the creditor does not have the right to dissolve the LLC. The creditor is only granted rights to the distributions of the Members' interests, not the rights of Membership. The creditor must release the Members' interests back to Members upon payment of the judgment in accordance with the appropriate Court.

ARTICLE IX Dissolution

- 9.1 **DISSOLUTION.** The Members may dissolve the LLC at any time. The Members may NOT dissolve the LLC for a loss of Membership interests. Upon dissolution the LLC must pay its debts first before distributing cash, assets, and/or initial capital to the Members or the Members interests. The dissolution may only be ordered by the Members, not by the owner of the Members interests.

CERTIFICATION OF MEMBERS

The undersigned hereby agree, acknowledge and certify to adopt this Operating Agreement.

Signed this 8th day of June, 2022.


Member Signature

Kaily Hepburn
Member Printed Name


Member Signature

Alan Alves
Member Printed Name


Member Signature

Timothy Vautour
Member Printed Name


Member Signature

Joshua Alves
Member Printed Name

SCHEDULE OF OWNERSHIP INTEREST

Kaily Hepburn	51.00%
Alan Alves	24.50%
Timothy Vautour	12.25%
Joshua Alves	12.25%
TOTAL	100.00%

SCHEDULE OF CAPITAL CONTRIBUTIONS

Kaily Hepburn	\$0
Alan Alves	\$50,000
Timothy Vautour	\$0
Joshua Alves	\$0
TOTAL	\$50,000

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**The Commonwealth of Massachusetts**
William Francis Galvin

Minimum Fee: \$100.00

Secretary of the Commonwealth, Corporations Division
One Ashburton Place, 17th floor
Boston, MA 02108-1512
Telephone: (617) 727-9640**Certificate of Amendment**

(General Laws, Chapter)

Identification Number: 001550702The date of filing of the original certificate of organization: 12/20/20211.a. Exact name of the limited liability company: PINEAPPLE EXPRESS, LLC1.b. The exact name of the limited liability company *as amended*, is: PINEAPPLE EXPRESS, LLC**2a. Location of its principal office:**No. and Street: 64 ELM CIRCLECity or Town: WEST SPRINGFIELDState: MAZip: 01089Country: USA**3. As amended, the general character of business, and if the limited liability company is organized to render professional service, the service to be rendered:****4. The latest date of dissolution, if specified:****5. Name and address of the Resident Agent:**Name: KAILY S. HEPBURNNo. and Street: 64 ELM CIRCLECity or Town: WEST SPRINGFIELDState: MAZip: 01089Country: USA**6. The name and business address of each manager, if any:**

Title	Individual Name First, Middle, Last, Suffix	Address (no PO Box) Address, City or Town, State, Zip Code
MANAGER	KAILY S HEPBURN	64 ELM CIRCLE WEST SPRINGFIELD, MA 01089 USA

7. The name and business address of the person(s) in addition to the manager(s), authorized to execute documents to be filed with the Corporations Division, and at least one person shall be named if there are no managers.

Title	Individual Name First, Middle, Last, Suffix	Address (no PO Box) Address, City or Town, State, Zip Code
SOC SIGNATORY	KAILY S. HEPBURN	64 ELM CIRCLE WEST SPRINGFIELD, MA 01089 USA

8. The name and business address of the person(s) authorized to execute, acknowledge, deliver and record any recordable instrument purporting to affect an interest in real property:

Title	Individual Name First, Middle, Last, Suffix	Address (no PO Box) Address, City or Town, State, Zip Code
REAL PROPERTY	KAILY S. HEPBURN	64 ELM CIRCLE WEST SPRINGFIELD, MA 01089 USA
REAL PROPERTY	ALAN ALVES	150 JOHN VERTENTE BLVD NEW BEDFORD, MA 02745 US
REAL PROPERTY	TIMOTHY VAUTOUR	150 JOHN VERTENTE BLVD NEW BEDFORD, MA 02745 US
REAL PROPERTY	JOSHUA ALVES	150 JOHN VERTENTE BLVD NEW BEDFORD, MA 02745 US

9. Additional matters:

10. State the amendments to the certificate:

ADD MEMBERS ALAN ALVES, TIMOTHY VAUTOUR AND JOSHUA ALVES AS PERSONS AUTHORIZED TO EXECUTE, ACKNOWLEDGE, DELIVER AND RECORD ANY RECORDABLE INSTRUMENT PURPORTING TO AFFECT AN INTEREST IN REAL PROPERTY.

11. The amendment certificate shall be effective when filed unless a later effective date is specified:

SIGNED UNDER THE PENALTIES OF PERJURY, this 11 Day of July, 2022,
KAILY S. HEPBURN , Signature of Authorized Signatory.

THE COMMONWEALTH OF MASSACHUSETTS

I hereby certify that, upon examination of this document, duly submitted to me, it appears that the provisions of the General Laws relative to corporations have been complied with, and I hereby approve said articles; and the filing fee having been paid, said articles are deemed to have been filed with me on:

July 11, 2022 11:21 AM

A handwritten signature in black ink, reading "William Francis Galvin". The signature is written in a cursive style with a large, stylized 'G' at the end.

WILLIAM FRANCIS GALVIN

Secretary of the Commonwealth

PINEAPPLE EXPRESS, LLC

Business Plan Summary



Cannabis Delivery Operator & Courier
Created December 2021

MISSION STATEMENT

Pineapple Express, LLC (PEX) will collaborate with local businesses to distribute high-quality cannabis products to consumers. We will focus on small, local, diverse businesses to procure a product line produced with clean, energy efficient methods to provide natural and responsibly created cannabis offerings. By sourcing our product line from a variety of businesses, we will be able to offer our customers a wide range of stock that can change and expand with demand.

PRODUCTS & SUPPLIERS

PEX endeavors to supply sun grown cannabis along with a variety of goods from cultivators, product manufacturers, microbusinesses, craft cooperatives and retailers in Massachusetts. Our customers are consumers and other licensed marijuana establishments. We intend to make both types of customers happy by providing ease of access to cannabis goods for creators to sell and consumers to buy. In addition to purchasing and warehousing wholesale products from other establishments for delivery to our unique customers, we will also offer a courier service to retailers so that area retail stores can offer delivery to their customers.

Our lines will include: flower grown indoor and outdoor, pre-rolls, a variety of concentrates and cartridges, edibles, honey, tinctures, topicals, massage oils, lotions, lip balm, infused beverages and clones as well as hemp flower and CBD massage oils from locally grown Massachusetts Department of Agricultural Resources (MDAR) certified hemp. We will also deliver accessories to create a complete experience for our customers and provide a method to place a single order to obtain everything they need. Customers will be able to easily communicate to us ideas for new items to complete and enhance the experience so that we can increase repeat customers.

SITE ANALYSIS

PEX will operate from Western and Eastern Massachusetts locations. Our Eastern location will be in New Bedford with easy access to Route 495. Although we do not yet have a committed space in Western Massachusetts, we are targeting the Pioneer Valley in towns such as Holyoke, Westfield and Springfield. These locations are cannabis friendly and accessible via Interstate 91, Route 5, Route 202 and the Mass Pike to a broad customer base. As of December 2021, there are

two Courier License applications submitted to the CCC for Holyoke, one Third-Party Transporter in Holyoke and one in Northampton, as well as three Delivery Operator License applications in Holyoke and one in Easthampton. In New Bedford, one company has applied for both an existing licensee transporter license and a third-party transporter license. The pre-certifications are non-location specific, so those that apply to Western Massachusetts and New Bedford are uncertain.

Our desired spaces will each include a small warehouse, an office and a secure loading area and will be accessible to a variety of customers including consumers and local Marijuana Establishments.

COMMUNITY BENEFITS & IMPACT MITIGATION

PEX strives to bring a variety of positive impacts to our host community and local businesses. Our employees will be scouted locally and we will measurably seek diversity. We will build strategic partnerships with local businesses for build-out, operations and product sourcing. We anticipate that our host community agreement will include a community impact payment as well as property taxes for our town. In addition, we intend to host educational seminars and include educational inserts in our packaging. In addition to the required material, the inserts will progress as customers make repeat orders so that they can expect to learn something new about cannabis health, history, growth, benefits and more with each new order. Seminars will include speakers on using cannabis to combat the opioid epidemic. Our Positive Impact Plan will include a donation to ELEVATE to further education and make it more accessible to those disproportionately impacted by prohibition enforcement. We intend to be a positive addition to each community in which we operate and deliver.

ENERGY CONSIDERATIONS

We will source energy efficient equipment to the maximum extent feasible. Route optimization software will increase efficiency and reduce costs, fuel and travel time. We value and prioritize energy efficient methods to produce the products we sell.

SECURITY & DIVERSION PREVENTION

Our security plan and system will be designed by Security Concepts of Braintree, Massachusetts. Our vehicles will be outfitted with safes, built-in GPS, alarms, stationary cameras, body cameras and all requirements of 935 CMR 500.000. To further prevent diversion and theft, all deliveries will be logged at every stage of the order, and manifests will be updated at each point. Our drivers will check in with the office at least every thirty minutes and immediately following any accidents or unexpected events in the delivery chain. Our diversion prevention plan is encompassed in more detail in our security plan and standard operating procedures as a top company priority.

COMPLIANCE

Ensuring ongoing compliance with local bylaws and state regulations is a top priority of the company. Management will monitor operational and document compliance on a regular basis modeled after CCC random compliance audits. Employees will be trained on compliant record keeping and operational procedures as well as all other CCC required topics. Our operational manual and procedural checklists will ensure accountability and strict compliance with record keeping requirements and company policies. We will maintain and update municipal zoning trackers to ensure we deliver to allowed towns only. Part of our updates will include communication with towns to introduce our company as a service provided to their residents and inquire as to specific considerations.

With each order, staff will check for town bylaws, address and residence type, daily limits and customer identification; update METRC; ensure proper packaging and inventory updates; securely load into the delivery vehicle; and ensure safe and compliant transport. Each delivery will be a simple, discrete, pleasant and personalized experience for the customer, and the drivers will ensure customer comfort, confidentiality and compliance at each stage.

Quality control will be considered from product procurement to close of delivery. We will ensure each product we offer has been tested and is compliant with the laws and industry standards. We will seek reviews from our customers as to their experience with the delivery and the product. Our security plan will include no external marijuana markings on our vehicles and discrete outer packaging.

MARKET ANALYSIS

The current Massachusetts cannabis market is very receptive to delivery. The local market continues to rise with Massachusetts expected to be a \$1.2B industry in 2022 and \$2.6B by 2025.¹ As of December 13, 2021, adult-use retailers had sold \$2.18B in product in the first three years. November 2021 sales alone reached \$115.1M. From December 5-11, 2021, retailers sold \$26.7M which was broken down as follows: \$10.6M buds, \$5.5M vape products, \$3.8M raw pre-rolls, \$3.6M infused edibles, \$1.7M concentrates, \$230K infused beverages, \$183K infused pre-rolls, \$143K shake/trim, \$116K infused non-edibles and \$43K concentrates. Medical Treatment Centers sold an additional \$296.9M from January 1 – December 13, 2021.²

Per New Frontier Data, U.S. sales reached \$19.5B and is expected to be \$30B in 2022. “Research firm BDSA estimates the U.S. will see \$30 billion in legal sales for 2022, with Brightfield Group expecting the market to hit \$50 billion by 2026.”³ These trends show that the market is expected to continue to grow from the already lucrative industry it has proven to be over the past three years.

Even though Massachusetts retail may be reaching the point of saturation with many more retailers coming online and in the application pipeline, delivery is a largely untapped market due to the nascency of the legality and the three-year exclusivity period. For at least the first three years, delivery is available to only Social Equity Program participants and Economic Empowerment Priority recipients. This will help ensure that big business is not able to dominate the market from the start. That coupled with the lower costs to entry allow smaller startups like PEx to enter the industry with limited capital.

Delivery could very well help reduce the black market by capturing a group of consumers who do not want to or cannot walk in to a retail store. We can market our products to those who are disabled, without transportation or confined to their homes. People who have been underserved will now be able to enjoy the multitude of legal cannabis products available.

¹ <https://www.statista.com/statistics/1070983/cannabis-market-size-estimates-in-select-us-states/>

² CCC Open Data Platform

³ <https://www.adweek.com/brand-marketing/legal-cannabis-could-become-a-30-billion-us-industry-in-2022-heres-where-it-will-grow/>

MARKETING PLAN

Our marketing plan will kick off as soon as possible by posting our plans and milestones on our website and social media. We hope to have our logo and website online in the first quarter of 2022. Our website will feature a blog, connections to other helpful websites and educational resources. In addition to searching by product type, over time customers can search by desired experience, and this function will be supported and refined by customer feedback. To that end, we will source the most innovative products and look to stock items such as coffee that offers alertness without the caffeine side effects, infused water to enhance yoga practice, options and tips for microdosing, and other experience-centered options. We will advertise with cannabis networks and store locators. All advertising will be geared to audiences where 85%+ is comprised of those over age 21.

Word of mouth advertising is championed as our most effective method and will be supported by our staff training, customer care and experience. To enhance our customer experience, we will encourage customer feedback as to which products to stock and include reviews on the website. Packaging will include comment cards with a link so customers can provide written or online feedback.

To support customers who do not rely on the internet, we will facilitate orders over the telephone. This will assist the segment of customers who do not want to physically go to a retail store and who do not use computers or smart phones. Our app will have accessibility features such as easy enlarging and tap to speak. Customer support will be available by phone where customers can call and speak to a person.

Our pineapple packaging is an additional marketing tool in that we will include random inserts such as sprout paper with basil seeds and educational inserts to provide a different tidbit with each order including benefits of cannabis to the body and the earth, history and fun facts.

Convenience and variety are key. Convenience in ordering, paying and accepting delivery will work to ensure happy customers. Variety and an evolving menu will ensure the happy customers keep coming back.

FINANCIAL PROJECTION SUMMARY

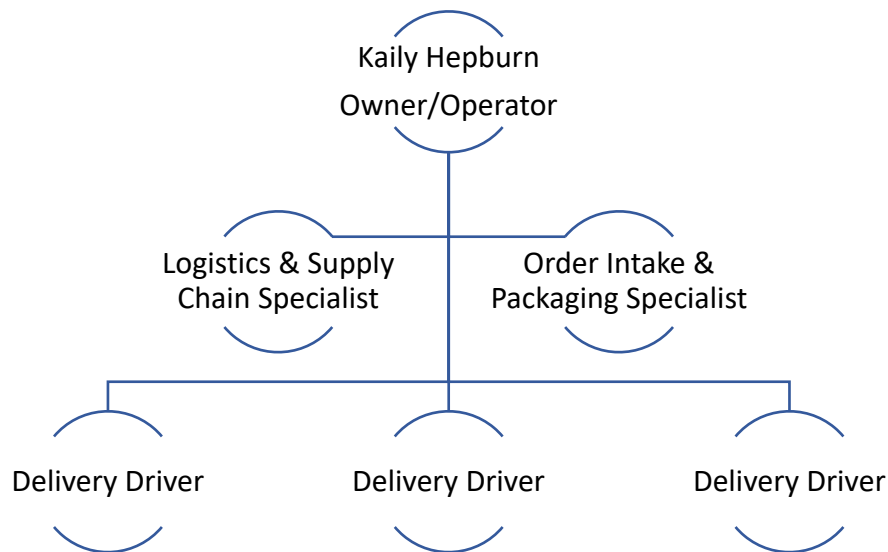
We anticipate an initial capital expense requirement of \$120,870.00 per location. An estimate of \$1,763,000.00 in revenue per location with COGS at \$881,500.00, non-deductible expenses at \$392,160.00 and taxes at \$291,025.00 yields a year one expected income of \$198,315.00 per location. Annual income is expected to rise rapidly for at least the exclusivity period as brand awareness and trust grow. Upon expiration of the exclusivity period, we expect income to continue to increase but at a more level pace.

TEAM

PEX is owned and operated by Kaily Hepburn. Kaily has been actively involved in the cannabis and hemp industries since 2018. She is in the process of opening an outdoor cultivation establishment and hopes to grow in the 2022 season. She focuses both on studying the regulations and industry trends as well as promoting education around the benefits of cannabis. Over the past few years, she has travelled around the country to meet like-minded people and educate herself on cultivation, products, health benefits, environmental benefits, alternative uses for plant matter and the ever-evolving legal landscape.

As the center engine of the company, Delivery Drivers will be valued and supported through education and financial incentives. We will start operations with one truck and four employees and expand as quickly as business allows. In addition to a salary, Drivers will be incentivized per delivery. Our team will include a Logistics and Supply Chain Specialist as well as an Order Intake and Packaging Specialist as business ramps up. Specialists will be able to work delivery shifts as needed or desired. All employees will be responsible for maintaining compliance with policies. Kaily will participate in all aspects of the service and provide a singular point of contact for compliance concerns.

Organizational Chart



PROPOSED TIMELINE

Pineapple Express was conceptualized and formed in December 2021. Kaily applied in November 2021 for the Social Equity Program in order to gain access to cannabis trainings and join in the three-year exclusivity period for delivery companies. The pre-certification applications were filed in January 2022. Getting our website and social media active early is a crucial piece of our early marketing and brand awareness. Following the pre-certification application, PEx is diligently searching for a suitable location to house the warehouse, office and secure loading area. In addition to New Bedford, sought after towns include Holyoke, Springfield and Westfield for their cannabis friendly outlook and ready access to major highways to serve Massachusetts. Upon securing both locations, we will host Community Outreach Meetings to introduce our company to the host communities and describe our business outlook and community benefits. Then we will negotiate Host Community Agreements. When invited by the Cannabis Control Commission, we will be ready to file our applications for Provisional Licensure for the Delivery Operator and Courier licenses. Once approved, we will outfit our locations and apply for architectural review. We can then connect with METRC and hire and train our delivery employees. Once our facility is ready, we will invite the CCC to inspect and anticipate our Final License and then Commence Operations designation. Our goal is to be operational by the summer of 2022.

January 2022	File Delivery & Courier Pre-Certifications
January 2022	Secure leased space
January 2022	Host Community Outreach Meetings
January 2022	Negotiate Host Community Agreements
January 2022	File Delivery & Courier Provisional License Applications
March 2022	Application Deemed Complete
May 2022	Provisional License
May 2022	Submit CCC Architectural Review
May 2022	Connect with METRC and hire/register Agents
June 2022	Complete facility customization
July 2022	CCC Inspection
July 2022	Final License
August 2022	Commence Operations

PLAN FOR OBTAINING LIABILITY INSURANCE

Governed by 935 CMR 500.105(10)

Pineapple Express, LLC (PEX) has contracted with Charles River Insurance to obtain and maintain insurance coverage in compliance with 935 CMR 500.105(10).

PEX has obtained and maintains general liability insurance coverage for no less than \$1,000,000 per occurrence and \$2,000,000 in aggregate, annually, and shall obtain product liability insurance coverage for no less than \$1,000,000 per occurrence and \$2,000,000 in aggregate, annually. The deductible for each policy shall be no higher than \$5,000 per occurrence.

Alternatively, if we are unable to obtain the requisite liability insurance at a reasonable rate, PEX will document our inability to obtain minimum liability insurance coverage and will place in escrow a sum of no less than \$250,000 to be expended for coverage of liabilities. Such escrow account will be replenished within ten business days of any expenditure.

Vehicles used for delivery shall carry liability insurance in an amount not less than \$1,000,000 combined single limit pursuant to 935 CMR 500.145(6)(c). Vehicle insurance shall at all times comply with all applicable Massachusetts regulations.

Reports documenting compliance with 935 CMR 500.105(10) shall be made in a manner and form determined by the Commission pursuant to 935 CMR 500.000: *Adult Use of Marijuana*.

PERSONNEL POLICIES

Governed by 935 CMR 500.105

Pineapple Express, LLC (PEX) will ensure personnel policies meet or exceed all Cannabis Control Commission regulations per *935 CMR 500: Adult Use of Marijuana*.

1. PEX will apply for Marijuana Establishment Agent registration for all applicable board members, directors, employees, executives, managers, and associated volunteers.
2. Each individual determined to be suitable for registration will be issued a registration card. The registration card is required to be visibly displayed at all times individuals are on facility property or transporting marijuana products.
3. All such individuals will be 21 years of age or older; will not have been convicted of an offense in the Commonwealth involving the distribution of controlled substances to minors, or a like violation of the laws of another state, the United States or foreign jurisdiction, or a military, territorial, or Native American tribal authority; and be determined suitable for registration consistent with the provisions of *935 CMR 500.800* and *935 CMR 500.802*.
4. Personnel Policies will be given to each individual upon hiring, or before. Policies include, but are not limited to:
 - a. Limitations on associated individuals' authorization to cultivate, harvest, prepare, package, possess, transport, and dispense marijuana in the Commonwealth
 - b. Equal opportunity employer policy
 - c. Freedom from harassment and discrimination policy
 - d. Sexual harassment prevention policy
 - e. American with disabilities act and state laws equivalents
 - f. Open door policy
 - g. Alcohol, smoke and Drug-free workplace policies
 - h. Health insurance portability and accountability act of 1996
 - i. Electronic communications media use policy
 - j. Social media policy
 - k. Severe weather and emergency conditions policy
 - l. How confidential information is maintained
5. PEX's Alcohol, Smoke & Drug Free Workplace Policy in accordance with *935 CMR 500.105(1)(k)* will include the following: Employees are not allowed to smoke, be intoxicated, possess or use legal or illegal drugs or alcohol at the workplace or any location during their shift. Any violation of this policy will result in disciplinary action, up to and including termination.
6. PEX will maintain a plan describing how Confidential Information and other records required to be maintained confidentially will be maintained pursuant to *935 CMR 500.105(1)(l)*.

7. Pursuant to 935 CMR 500.105(1)(m), PEx will maintain a policy ensuring that immediate dismissal will occur for any marijuana establishment agent who has:
 - a. Diverted marijuana, which shall be reported promptly to law enforcement officials and to the Commission;
 - b. Engaged in unsafe practices with regard to operation of the Marijuana Establishment, which shall be reported to the Commission; or
 - c. Been convicted or entered a guilty plea, plea of *nolo contendere*, or admission to sufficient facts of a felony drug offense involving distribution to a minor in the Commonwealth, or a like violation of the laws of another state, the United States or a foreign jurisdiction, or a military, territorial, or Native American tribal authority.
8. In accordance with 935 CMR 500.105(2), all current owners, managers and employees of PEx that are involved in the handling and sale of marijuana will successfully complete Responsible Vendor Training Program, and once designated a “responsible vendor” require all new employees involved in handling and sale of marijuana to complete this program within 90 days of hire. This program shall then be completed annually and those not selling, or handling marijuana may participate voluntarily.
9. PEx will maintain records of responsible vendor training compliance, pursuant to 935 CMR 500.105(2)(b). Responsible vendor training shall include discussion concerning marijuana effect on the human body; diversion prevention; compliance with tracking requirements; identifying acceptable forms of ID, and key state and local laws.
10. All employees will be duly registered as Marijuana Establishment Agents and must complete a background check in accordance with 935 CMR 500.030(1). All Marijuana Establishment Agents will complete a training course and complete a Responsible Vendor Program in compliance with 935 CMR 500.105(2)(b). Employees will be required to receive a minimum of eight hours of on-going training annually pursuant to 935 CMR 500.105(2)(a).
11. PEx’s Staffing and Recordkeeping Plans shall remain in compliance with 935 CMR 500.105(9). All records shall be available for inspection by the Commission on request and will be kept for at least two years following closure at PEx’s expense and in a form and location acceptable to the Commission. The financial records shall be maintained in accordance with generally accepted accounting principles. All records will be securely held and maintained. The written personnel records in accordance with 935 CMR 500.105(9)(d), that shall be maintained and subject to inspection include but are not limited to:
 - a. Job descriptions for each employee and volunteer position, as well as organizational charts consistent with the job descriptions;
 - b. A personnel record for each marijuana establishment agent. Such records shall be maintained for at least 12 months after termination of the individual's affiliation with the marijuana establishment and shall include, at a minimum, the following:
 - i. All materials submitted to the commission pursuant to 935 CMR 500.030(2);
 - ii. Documentation of verification of references;

- iii. The job description or employment contract that includes duties, authority, responsibilities, qualifications, and supervision;
- iv. Documentation of all required training, including training regarding privacy and confidentiality requirements, and the signed statement of the individual indicating the date, time, and place he or she received said training and the topics discussed, including the name and title of presenters;
- v. Documentation of periodic performance evaluations;
- vi. A record of any disciplinary action taken; and
- vii. Notice of completed responsible vendor and eight-hour related duty training.
- c. A staffing plan that will demonstrate accessible business hours and safe cultivation conditions;
- d. Personnel policies and procedures including, at a minimum, the following:
 - a. Code of ethics;
 - b. Whistle-blower policy; and
 - c. A policy which notifies persons with disabilities of their rights under <https://www.mass.gov/service-details/about-employment-rights> or a comparable link, and includes provisions prohibiting discrimination and providing reasonable accommodations; and
- e. All background check reports obtained in accordance with *M.G.L c. 6 § 172, 935 CMR 500.029, 935 CMR 500.030, and 803 CMR 2.00: Criminal Offender Record Information (CORI)*.

12. Agent Background Checks: In addition to completing the Commission's agent registration process, all agents hired to work for PEx will undergo a detailed background investigation prior to being granted access to a company facility or beginning work duties. Background checks will be conducted on all agents in their capacity as employees or volunteers pursuant to *935 CMR 500.030* and will be used by the Director of Security, who will be registered with the Department of Criminal Justice Information Systems pursuant to *803 CMR 2.04: iCORI Registration* and the Commission for purposes of determining the suitability of individuals for registration as a marijuana establishment agent with the licensee. For purposes of determining suitability based on background checks performed in accordance with *935 CMR 500.030*, PEx will consider:

- a. All conditions, offenses, and violations are construed to include Massachusetts law or like or similar law(s) of another state, the United States or foreign jurisdiction, a military, territorial or Native American tribal authority, or any other jurisdiction.
- b. All criminal disqualifying conditions, offenses, and violations include the crimes of attempt, accessory, conspiracy, and solicitation. Juvenile dispositions will not be considered as a factor for determining suitability.
- c. Where applicable, all look-back periods for criminal conditions, offenses, and violations included in *935 CMR 500.802* commence upon the date of disposition; provided, however, that if disposition results in incarceration in any institution, the look-back period will commence upon release from incarceration.

Suitability determinations will be made in accordance with the procedures set forth in *935 CMR 500.800*. In addition to the requirements established in *935 CMR 500.800*, PEx will:

1. Comply with all guidance provided by the Commission and *935 CMR 500.802: Tables B through D* to determine if the results of the background are grounds for Mandatory Disqualification or Presumptive Negative Suitability Determination.
2. Consider whether offense(s) or information that would result in a Presumptive Negative Suitability Determination under *935 CMR 500.802*. In the event a Presumptive Negative Suitability Determination is made, PEx will consider the following factors:
 - a. Time since the offense or incident;
 - b. Age of the subject at the time of the offense or incident;
 - c. Nature and specific circumstances of the offense or incident;
 - d. Sentence imposed and length, if any, of incarceration, if criminal;
 - e. Penalty or discipline imposed, including damages awarded, if civil or administrative;
 - f. Relationship of offense or incident to nature of work to be performed;
 - g. Number of offenses or incidents;
 - h. Whether offenses or incidents were committed in association with dependence on drugs or alcohol from which the subject has since recovered;
 - i. If criminal, any relevant evidence of rehabilitation or lack thereof, such as information about compliance with conditions of parole or probation, including orders of no contact with victims and witnesses, and the subject's conduct and experience since the time of the offense including, but not limited to, professional or educational certifications obtained; and
 - j. Any other relevant information, including information submitted by the subject.
3. Consider appeals of determinations of unsuitability based on claims of erroneous information received as part of the background check during the application process in accordance with *803 CMR 2.17: Requirement to Maintain a Secondary Dissemination Log* and *2.18: Adverse Employment Decision Based on CORI or Other Types of Criminal History Information Received from a Source Other than the DCJIS*.

All suitability determinations will be documented in compliance with all requirements set forth in *935 CMR 500 et seq.* and guidance provided by the Commission.

RECORD KEEPING PROCEDURES

Governed by 935 CMR 500.105(9)

Pineapple Express, LLC (PEX) shall institute and comply with record keeping procedures that meet or exceed all CCC regulations per *935 CMR 500.000*. Records shall be available for inspection by the Commission, on request. All financial records shall be maintained in accordance with generally accepted accounting principles. Following closure of the Marijuana Establishment, all records shall be kept for at least two (2) years at the PEX's expense and in a form and location acceptable to the Commission.

Written records that will be kept and subject to inspection include, but are not necessarily limited to, all records required in any section of *935 CMR 500.000*, in addition to the following:

1. Operating Procedures per *935 CMR 500.105(1)*
2. Inventory Records per *935 CMR 500.105(8)*
3. Seed-to-Sale Tracking Records per *935 CMR 500.105(8)(e)*
4. Personnel Records
5. Business Records
6. Waste Disposal Records per *935 CMR 500.105(12)*
7. Delivery Procedures and Records per *935 CMR 500.145* and *146*

WRITTEN OPERATING PROCEDURES

Per *935 CMR 500.105(1)*, PEX shall have and follow a set of detailed written operating procedures. Each location will have its own set of operating procedures on site. At a minimum, operating procedures shall include:

1. Security measures in compliance with *935 CMR 500.110*;
2. Employee security policies, including personal safety and crime prevention techniques;
3. A description of the PEX's hours of operation and after-hours contact information, which shall be provided to the Commission, made available to Law Enforcement Authorities on request, and updated pursuant to *935 CMR 500.000*;
4. Storage and waste disposal of Marijuana in compliance with *935 CMR 500.105(11) & (12)*;
5. Description of the various strains of Marijuana to be cultivated, Processed or sold, as applicable, and the form(s) in which Marijuana will be sold;
6. Price list for Marijuana and Marijuana Products and any other available products, and alternate price lists for patients with documented Verified Financial Hardship, as defined in *935 CMR 501.002: Definitions*, as required by *935 CMR 501.100(1)(f)*;
7. Procedures to ensure accurate recordkeeping, including inventory protocols for Transfer and inventory in compliance with *935 CMR 500.105(8)* and *(9)*;
8. Plans for quality control, including product testing for contaminants in compliance with *935 CMR 500.160*;
9. A staffing plan and staffing records in compliance with *935 CMR 500.105(9)(d)*;
10. Emergency procedures, including a disaster plan with procedures to be followed in case of fire or other emergencies;

11. Alcohol, smoke, and drug-free workplace policies;
12. A plan describing how Confidential Information and other records required to be maintained confidentially will be maintained;
13. A policy for the immediate dismissal of any Marijuana Establishment Agent who has:
 - a. Diverted Marijuana, which shall be reported to Law Enforcement Authorities and to the Commission;
 - b. Engaged in unsafe practices with regard to operation of the Marijuana Establishment, which shall be reported to the Commission; or
 - c. Been convicted or entered a guilty plea, plea of nolo contendere, or admission to sufficient facts of a felony drug offense involving distribution to a minor in the Commonwealth, or a like violation of the laws of any Other Jurisdiction.
14. A list of all board of directors, members and Executives of PEx, and Members, if any, of the Licensee shall be made available on request by any individual. This requirement may be fulfilled by placing this required information on the PEx's website;
15. Policies and procedure for the handling of cash on PEx Premises including, but not limited to, storage, collection frequency, and transport to financial institution(s), to be available on inspection;
16. Policies and procedures to prevent the diversion of Marijuana to individuals younger than 21 years old;
17. Policies and procedures for energy efficiency and conservation that shall include:
 - a. Identification of potential energy use reduction opportunities (including but not limited to natural lighting, heat recovery ventilation and energy efficiency measures), and a plan for implementation of such opportunities;
 - b. Consideration of opportunities for renewable energy generation, including, where applicable, submission of building plans showing where energy generators could be placed on the site, and an explanation of why the identified opportunities were not pursued, if applicable;
 - c. Strategies to reduce electric demand (such as lighting schedules, active load management and energy storage); and
 - d. Engagement with energy efficiency programs offered pursuant to *M.G.L. c. 25, § 21*, or through municipal lighting plants.
18. Policies and procedures to promote workplace safety consistent with the standards set forth under the *Occupational Safety and Health Act of 1970, 29 U.S.C. § 651, et seq.*, including the general duty clause under *29 U.S.C. § 654*, whereby: Each employer (a) shall furnish to each of its employees employment and a place of employment which are free from recognized hazards that are causing or are likely to cause death or serious physical harm to its employees; (b) shall comply with occupational safety and health standards promulgated under this act. Each employee shall comply with occupational safety and health standards and all rules, regulations, and orders issued pursuant to *29 U.S.C. § 651, et seq.*, which are applicable to the employee's own actions and conduct. Such policies and procedures shall include, at a minimum, a hazard communication plan, personal protective equipment assessment, a fire protection plan, and an emergency action plan.

INVENTORY RECORDS

Per *935 CMR 500.105(8)* and, real-time inventory shall be maintained as specified by the Commission and in *935 CMR 500.105(8)(c)* and *(d)*, including, at a minimum, an inventory of: Marijuana plants; Marijuana plant-seeds and Clones in any phase of development such as Propagation, Vegetation, and Flowering; Marijuana ready for dispensing; all Marijuana Products; and all damaged, defective, expired, or contaminated Marijuana and Marijuana Products awaiting disposal.

PEx shall:

1. Establish inventory controls and procedures for the conduct of inventory reviews, and comprehensive inventories of Marijuana Products in the process of cultivation, and finished, stored Marijuana;
2. Conduct a monthly inventory of Marijuana in the process of cultivation and finished, stored Marijuana;
3. Conduct a comprehensive annual inventory at least once every year after the date of the previous comprehensive inventory; and
4. Promptly transcribe inventories if taken by use of an oral recording device.

The record of each inventory shall include, at a minimum, the date of the inventory, a summary of the inventory findings, and the names, signatures, and titles of the individuals who conducted the inventory.

No Marijuana Product, including Marijuana, will be sold or otherwise marketed for adult use that has not first been tested by Independent Testing Laboratories, except as allowed under *935 CMR 500.000*.

SEED-TO-SALE TRACKING RECORDS

PEx shall attach plant tags to all Marijuana, Clones, and plants and attach package tags to all Finished Marijuana and Marijuana Products, and track all Marijuana seeds, Clones, plants, and Marijuana Products, using a seed-to-sale methodology in a form and manner to be approved by the Commission, currently METRC.

PERSONNEL RECORDS

Personnel records of PEx will include, at a minimum, the following:

1. Job descriptions for each employee and volunteer position, as well as organizational charts consistent with the job descriptions;
2. A personnel record for each marijuana establishment agent. Such records shall be maintained for at least 12 months after termination of the individual's affiliation with the marijuana establishment and shall include, at a minimum, the following:
 - a. All materials submitted to the commission pursuant to *935 CMR 500.030(2)*;
 - b. Documentation of verification of references;

- c. The job description or employment contract that includes duties, authority, responsibilities, qualifications and supervision;
 - d. Documentation of all required training, including training regarding privacy and confidentiality requirements, and the signed statement of the individual indicating the date, time, and place he or she received said training and the topics discussed, including the name and title of presenters;
 - e. Documentation of periodic performance evaluations;
 - f. A record of any disciplinary action taken; and
 - g. Notice of completed Responsible Vendor Training Program and in house training for Marijuana Establishment Agents required under *935 CMR 500.105(2)*.
3. A staffing plan that will demonstrate accessible business hours and safe cultivation conditions;
 4. Personnel policies and procedures; including, at a minimum, the following:
 - a. Code of ethics;
 - b. Whistle-blower policy; and
 - c. A policy which notifies persons with disabilities of their rights under <https://www.mass.gov/service-details/about-employment-rights> or a comparable link, and includes provisions prohibiting discrimination and providing reasonable accommodations; and
 5. All background check reports obtained in accordance with *M.G.L c. 6 § 172*, *935 CMR 500.029*, *935 CMR 500.030*, and *803 CMR 2.00: Criminal Offender Record Information (CORI)*.
 6. Confidential information will be maintained in a secure location, kept separate from all other records, and will not be disclosed without the written consent of the individual to whom the information applies, or as required under law or pursuant to an order from a court of competent jurisdiction; provided however, the Commission may access this information to carry out its official duties.

BUSINESS RECORDS

Business records, which shall include manual or computerized records, will consist of:

1. Assets and liabilities;
2. Monetary transactions;
3. Books of accounts, which shall include journals, ledgers, and supporting documents, agreements, checks, invoices and vouchers;
4. Sales records including the quantity, form and cost of marijuana products; and
5. Salary and wages paid to each employee, or stipend, executive compensation, bonus, benefit, or item of value paid to any persons having direct or indirect control over the marijuana establishment.

WASTE DISPOSAL RECORDS

PEX will dispose of all waste as required under *935 CMR 500.105(12)* and in accordance with our waste disposal plan. Records documenting compliance will be maintained for three (3) years.

DELIVERY MANIFESTS

Every home delivery shall have a manifest produced by the originating Marijuana Establishment.

A Marijuana Retailer shall provide the manifest to the Delivery Licensee or Marijuana Establishment with a Delivery Endorsement. PEX shall produce its manifests. A manifest shall be completed in duplicate, with the original manifest remaining at the premises of the originating Marijuana Establishment, whether it is a Marijuana Retailer or a Delivery Operator, and a copy to be kept with the Delivery Licensee agent or a Marijuana Establishment with a Delivery Endorsement agent during the delivery. The manifest shall be signed by the Consumer, and as applicable Patient or Caregiver receiving the Marijuana or Marijuana Products and the Marijuana Establishment Agent acting on behalf of the Delivery Licensee or a Marijuana Establishment with a Delivery Endorsement. A signed manifest shall serve as the written record of the completion of the delivery. A manifest does not need to include Marijuana Accessories or Marijuana Establishment Branded Goods, however, the Delivery Licensee or Marijuana Establishment with a Delivery Endorsement shall maintain a record of the sale of all Delivery Items.

The manifest shall, at a minimum, include:

1. The originating Marijuana Retailer's or Delivery Operator's name, address, and License number;
2. The name and License number of the Delivery Licensee or a Marijuana Establishment with a Delivery Endorsement performing the home delivery;
3. The names and Marijuana Establishment Agent numbers of the Marijuana Establishment Agents performing the delivery;
4. The Consumer's, Patient's or Caregiver's name and address;
5. A description of the Marijuana or Marijuana Products being transported, including the weight and form or type of product;
6. Signature lines for the agents who transported the Marijuana or Marijuana Products;
7. A signature line for Consumer, Patient or Caregiver who receives the Marijuana or Marijuana Products; and
8. The Delivery Licensee or a Marijuana Establishment with a Delivery Endorsement vehicle make, model, and license plate number.

The manifest shall be maintained within the vehicle during the entire transportation process, until all the deliveries are completed.

PEX shall retain all transportation manifests for no less than one year and make them available to the Commission on request.

MAINTENANCE OF FINANCIAL RECORDS

Governed by 935 CMR 500.105(9)

Pineapple Express, LLC (PEX) will ensure financial record procedures meet or exceed all Cannabis Control Commission regulations per *935 CMR 500*, in particular *935 CMR 500.105(9)*. PEX financial records will be maintained in accordance with generally accepted accounting principles. Financial records maintenance measures include policies and procedures requiring that:

1. Confidential information will be maintained in a secure location, kept separate from all other records, and will not be disclosed without the written consent of the individual to whom the information applies, or as required under law or pursuant to an order from a court of competent jurisdiction; provided however, the Commission may access this information to carry out its official duties.
2. All Record Keeping Procedures under *935 CMR 500.105(9)* shall be followed. All Financial Records, which shall include manual or computerized records, shall include at a minimum:
 - a. Assets and liabilities;
 - b. Monetary transactions;
 - c. Books of accounts, which include journals, ledgers, and supporting documents, agreements, checks, invoices, and vouchers;
 - d. Sales records including the quantity, form, and cost of marijuana products;
 - e. Salary and wages paid to each employee, stipend paid to each board member, and any executive compensation, bonus, benefit, or item of value paid to any individual affiliated with PEX.
3. All PEX financial records will be available for inspection by the Commission, upon request. In the event PEX closes, all financial records will be kept for at least two years at the expense of PEX in accordance with *935 CMR 500.105(9)(g)*. Financial records will be maintained in a form and location acceptable to the Commission. Financial records relative to tax filings shall be kept for a minimum of six years from the date of the filed tax return.
4. During the license renewal process, PEX will adhere to *935 CMR 500.103(4)(f)* and make available to the Commission a report detailing the financial benefits provided to our Host Community from our Host Community Agreement.