

- Employees that are going to be late or miss work are required to contact the appropriate supervisor in a reasonable amount of time before their shift.
- Repetitive tardiness is taken seriously and may lead to disciplinary action up to and including discharge.

Jury Duty

- Employees will be provided time off with pay to comply with State and Federal wage laws if summoned for jury duty.
- Employees are expected to return to work once relieved of jury duty.

Military Leave

- Employees required to fulfill military obligations in any branch of the US Military will be given the necessary time off and reinstated in accordance with federal and state law.
- The time off will be unpaid, unless state or federal laws dictate otherwise.
- Employees are required to present documentation of required military service as early as possible.

Visitors

- Employees cannot have visitors.

Contact with Media

- Media statements, if requested, are only to be made by Element 7 LLC.

Food and Beverages

- All food and drinks must be consumed in the designated areas.
- Employees are only allowed one (1) closed drink container at their workstation.

Performance Reviews

- New employees will be reviewed at the end of their 3-month probationary period.
- Employees will thereafter receive yearly performance reviews to discuss progress and all strengths and weaknesses.

Employee Safety Procedures

- Element 7 employees will be taught to think defensively and use caution in unsafe situations.
- Employees are required to notify the appropriate supervisor in the event of an unsafe situation.
- Heavy lifting at work must be done using legs, and if necessary, employees

should ask for help.

- Employees must inform the appropriate supervisor if they are injured or become ill while at work.
- The use of alcoholic beverages or illegal substances is strictly prohibited while at or before work.
- Possession of alcoholic beverages or illegal substances is strictly prohibited while on the Element 7's property.
- Employees will be taught to know the locations of first aid stations and fire safety equipment.
- OSHA standards will always be complied with at all times.

Sexual Harassment

- Any form of sexual harassment or harassment is strictly prohibited.
- Any employee found in violation or suspicion of sexual harassment will be investigated and dealt with in a timely manner.
- If an employee has been harassed by another employee, they are required to report to management.
- All harassment reports can be made anonymously.
- All parties involved in any reported harassment conflict will be counselled. Element 7 will actively intervene at any indication of a potential hostile or violent situation.

Door Safety

- All security doors are always to be locked.
- Any door entrance with a security code or security access must be opened by an authorized employee, only.
- No employee may hold the door open for another employee.
- Each employee must access the areas using their own unique fingerprint scan and/or key fob. The doors are locked, and access is controlled for very specific reasons.
- Overriding these operational procedures is grounds for discipline, including immediate termination.

Element 7 is focused on performance with purpose and excellence in everything we do. To achieve this, our people are our most important asset and priority. Element 7 will place a strong focus on ensuring it attracts, develops, and retains the best talent in the market across all aspects of our operations.

We are confident that our classroom based learning program, combined with our on-the-job approach, will ensure that Element 7 staff have an enriched and open learning and working environment that will power our business, enrich our employees working lives, and create a significant strategic advantage for the Element 7 business.

Parking, Circulation and Traffic plan

We have included a detailed layout of our Parking and Calculation Plans in our **Site and Floor Plans** along with a Traffic Study in Tab 13 of this application.

Element 7 have proposed operating a Medical-Use Retail Storefront facility in the Town of Fairfax (Remedy Fairfax) and estimates that our traffic will consist of 1) Deliveries from wholesale distributors per week would be 6 as we would consolidate orders and have them delivered in bulk, and 2) Patient visits to the facility. Based on the data we've collected, the average patient spends roughly five to ten minutes inside a dispensary, and we have allowed for 6 parking spaces, which include one ADA space that will allow for minimal congestion at our location.

Complaint Response Program

If product is returned due to quality issues or is defective, and could expose patients to adverse health consequences, our General Manager will institute our Product Recall Program, which outlines the method of identification of any products involved, notification to the supplier (manufacturer or distributor), the protocol for recovering defective cannabis products, how to quarantine defective cannabis products in the designated Quarantine Area and the destruction and disposal of the defective product.

Recall Plan

The primary goal of cannabis recall is to protect public health by removing products from commerce that have been determined to be unsafe. A recall plan can aid in the execution of a recall by apportioning duties, centralizing current contact information, and providing pre-written templates for communications. Key individuals that will be participating in our company recall, including the Retail

Facility's General Manager and our Company's Chief of Compliance are prepared to execute this Recall Plan at any time.

Statement of A Recall Plan

Our Company maintains a recall plan which provides specific procedures, defines terms, and assigns roles and responsibilities when a food safety issue arises with any of our products.

The plan will be activated whenever a potential recall requirement arises and includes the following elements:

1. Recall committee member designations
2. Recall responsibility assignments
3. Key personnel and external contact information
4. Recall procedures
5. Communication templates

Success of the plan relies on the proper execution of plan elements and up-to-date information.

Recall Procedures

Our Recall Procedures contain the following five major recall elements:

1. Assignment of Roles and Responsibilities
2. Evaluation of the **Complaint or Condition**
3. Identification of Implicated Products
4. Notification of Affected Parties
5. Removal of Affected Products

Assignment of Roles and Responsibilities

The roles and responsibilities of every individual on the Recall Committee should be clearly defined in the recall plan. Oversight of the following recall elements should be assigned to a member of the Recall team. Note that individuals may be responsible for more than one recall element.

Recall Coordinator

The recall co-coordinator, which will be our General Manager, has been given authority by the management of Our Company to execute the activities of the recall. Responsibilities of the Recall Coordinator include, but are not limited to:

- Assure the documentation of all recall decisions and actions in a master recall file.
- Initiate the formation of the recall committee.
- Activate various components within the company for priority assistance.
- Make recall decisions on behalf of Our Company.
- Manage and coordinate the implementation of the company's product recall.
- Keep management informed at all stages of the recall.

Recall Committee

Our Product Recall Committee is composed of various individuals within our organization. The following functions will be represented in the committee (an individual may be responsible for more than one function):

- Management (Administration)
- Recall Coordinator
- Accounting
- Consumer Affairs/Public Relations
- Customer Service
- Distribution and Supply
- Information Technology
- Legal Counsel
- Marketing
- Operations
- Production
- Purchasing
- Quality Assurance
- Sales
- Maintenance
- Records Management
- Regulatory Affairs
- Sanitation

Responsibilities

Individual recall activities will be assigned prior to a recall event to avoid confusion during a recall.

Evaluation of the Complaint or Condition

Complaint receipt, processing, and evaluation are the first steps in the recall process. The steps involved in the evaluation process are:

The first step in the process is to receive the complaint – A file should be maintained containing any product complaints the company receives. Information that should be maintained in the product complaint file is:

1. Complainant contact information
2. Reported problem with the product
3. Product Identification
4. Product Storage
5. Product purchase date and location
6. Illness and Injury details

All product complaints will be brought to the attention of the appropriate employee or manager for initial evaluation. If an initial assessment indicates a recall may be necessary, the Recall Coordinator will assemble the Recall Committee for a full evaluation of the product complaint to determine:

- The hazard and evaluate the safety concerns with the product.
- The product removal strategy appropriate to the threat and location in commerce.
- Contact the appropriate regulatory authorities.
- Alert legal counsel, insurance, etc. as appropriate.
- Maintain a log of the events of the recall including information such as dates, actions, communications, and decisions.

Identification of Implicated Products

It is our Company's responsibility to ensure the identification of all products and quantities of products implicated in the recall. In addition, determination should be

made if any other codes, brands or sizes of product handled by the company are affected. A distribution list will be prepared as part of the Identification process. The distribution list will, at a minimum, identify the following:

- Account name (customers) that purchased the recalled product(s)
- Account information:
- Contact names
- Contact telephone numbers
- Type of account (e.g., manufacturer, distributor, other retail branch, customer)

Additional information relating to product information may include:

- Amount of product received/shipped/purchased
- Product received/shipped/purchased date(s)
- Amount of product returned
- Amount of product consumed

Notification of Affected Parties

Notifications during a recall will be done in a timely manner and will include the appropriate regulatory agencies, the product distribution chain, and consumers. Recall notices are typically used to notify regulatory agencies, other licensed operators who have supplied the defective product/s, and customers who purchased the product. Press releases are generally oriented to customers but may be used to notify any affected party.

Regulatory Agencies will be notified at the earliest opportunity after the decision has been made to conduct a recall. This will occur within 24-hours of receiving reportable information. Subsequent to the initial notification, regulatory authorities will be updated throughout the recall process.

Distribution Chain contacts, such as manufacturers and distributors, including other cannabis retailers will be notified by appropriate means (telephone, fax, email, letter, etc.). We will be sending out written recall notices to all customers. The Recall Notice will include all relevant recall information. Upon sending notices, the Recall Coordinator will confirm receipt of the Notice of Recall with all manufacturers, distributors and customers who purchased the recalled product.

A record of all account communications will be maintained and provided to authorities upon their request. Customers will be notified by the most effective method available, including written notice, email, text and social media. If appropriate, a press release will be used to notify customers. Considerations for preparing a press release will consider the necessity of the release. The local FDA District Recall Coordinator will be consulted before issuance of a press release whenever possible. All relevant information will be included in the press release.

Removal of Affected Product

The procedure for recalled product removal can be divided into five components including: removal, control, disposition of affected product, recall effectiveness, and recall termination.

Removal

All reasonable efforts will be made to remove affected products from commerce. This includes pulling all inventory from back stock and the retail floor. Products in commerce will be detained, segregated, and handled in a manner determined by the recalling firm. Recalled products that are still in the recalling firm's control (e.g. inventory located on-site, in-transit, in off-site storage, and in off-site distribution) will be detained, and segregated. All quantities and identification codes will be documented to assist in the reconciliation of recalled product amounts and any subsequent batch audits.

Control of Recalled Product

All recalled products unaccounted for or that have not yet been returned, will be collected to prevent re-entry of the recalled product into commerce. All affected products that are returned will be clearly marked, "Not for Sale or Distribution", and stored in the designated secure QUARANTINE Area that is separate from the Storage Area where other cannabis products are stored. All quantities and identification codes will be documented to assist in the reconciliation of recalled product amounts and any subsequent batch audits.

Product Disposition

The final disposition of the recovered product will be determined at the time the product/s are surrendered to the facility. The final disposition will be reviewed and approved by the regulatory agency at the time that recalled products are inspected by the Department before they are rendered useless and unrecognizable. All quantities, identification codes, and notes on product disposition will be documented and stored on our cloud-based data storage system.

**Element 7 Operational Procedures
Demonstrating Health, Safety, and Commitment**

Remedy Fairfax is holistic wellness. Holistic wellness is based on the principle of wholeness; it aims at the pinnacle of achievable human health. It embraces physical, mental, spiritual, and practical wellness (see image on right).

We will allot a certain percentage of our proceeds to assist the Marin County Community Medical Program which provides essential health care services to indigent adults who are ineligible for benefits under the Medical Program and whose income is insufficient to pay medical bills while still meeting their basic needs. As a community partner in Fairfax, we are concerned with the well-being of residents which is why all employees will be trained in CPR and will have a defibrillator on-site. Four our informational sessions, we will use locally owned event spaces—topics will range from how to live a healthy lifestyle, proper diet, dangers of ingesting and driving, handling inebriation, and how medical cannabis can be incorporated into a daily routine for medical purposes.

Remedy Fairfax has plans to establish a public safety program similar to the San Francisco SAFE (Safe Awareness for Everyone) non-profit organization. The goal of

the SAFE program will focus on crime prevention education and public services throughout the Town of Fairfax. The Remedy Fairfax team hopes to build a strong relationship with the Fairfax Police Department, in which Remedy Fairfax would become a liaison between the surrounding community and the Police Department.

Our goal is to provide services and activities that include: Neighborhood watch groups, business watch groups, personal safety presentations, child safety, older adult safety, residential and business security assessments, community groups and community policing activities and events.

A primary concern for our company is keeping the communities we are in safe. We want residents to feel comfortable knowing that we have implemented the highest form of security measures possible: external surveillance cameras around our premises, and that there is no need to be concerned with safety. All security guards employed at Element 7 will be licensed by the Bureau of Security and Investigative Services (BSIS) with a valid Department of Consumer Affairs Security Guard License ('Security Guard Card') which is obtained by completing the annual pre-licensing course. Element 7 Security Guards will also undertake pre-work training with GSG who conduct advanced training covering threat assessment, risk mitigation, customer management, systems and hardware and incident management.

Our security also extends to the facility and the cannabis and cannabis products we sell—as such, we will install non-slip flooring and ramps to prevent any on-site dangers when slippery. In relation to our products, we will ensure that all cannabis and cannabis goods have passed rigorous testing requirements, are compliantly packaged, and have passed Element 7 internal quality control procedures prior to being dispersed to our patients, primary caregivers and customers.

As fathers of young daughters, we know that young people are exposed to alcohol and drugs at an early age – Element 7 is concerned with the welfare of residents in Fairfax, and will be an active participant in ensuring that local youth receive the appropriate level of information on the dangers of substance abuse at an early age so that they are better informed and more capable of decision making as they develop and mature. To create and implement this program we will be approaching local education, youth and law enforcement groups with a view to either providing monetary resources or educational materials to such groups.

15000 INC.

2901 cleveland ave., suite 204
santa rosa, ca 95403
phone: 707.577.0363
fax: 707.577.0364

August 20, 2020

To Whom It May Concern:

We have reviewed the attached odor mitigation plan, dated August 20, 2020, for Element 7.

It is our understanding that the attached plan meets and exceeds the requirements of municipalities across California for cannabis odor mitigation.



Sincerely,

Matthew Torre, Registered Professional
Engineer 15000 Inc



One Post Suite 200
Irvine, CA 92618
(949)861-4801

Re: Will Serve Letter - Insurance

To Whom It May Concern:

Element 7 has hereby appointed United Agencies as their broker of service for the insurance policies required for the operations of a cannabis business. United Agencies is a Property and Casualty insurance broker licensed in the state of California, license #0252636, and has access to specialty cannabis insurance carriers that will provide the insurance needed for the operations.

We have access to the following carriers:

Golden Bear Insurance Company – Admitted California Carrier (A.M. Best Rating A- VII)
Falls Lake National Insurance Company (A.M. Best Rating A X)
United Specialty Insurance Company (A.M. Best Rating A IX)
Progressive Corporation (A.M. Best Rating A)

These carriers will be able to provide the following coverages:

Commercial General Liability with a limit of \$1,000,000 per occurrence/aggregate
Commercial/Business Auto Liability with a combined single limit of \$1,000,000
Hired and Non-Owned Auto Liability coverage

If any further information is needed regarding the insurance for this entity, please reach out to Nathan Bosza at nbosza@unitedagencies.com.

Thank you,

A handwritten signature in black ink, appearing to read 'NB', with a horizontal line extending to the right.

Nathan Bosza
Commercial Insurance Broker
P&C License #0G56082
(949)861-4801
nbosza@unitedagencies.com



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/13/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER MJ Risk Management, LLC 111 Corporate Drive, Suite 200 Ladera Ranch CA 92694	CONTACT NAME: Claudia Hernandez PHONE (A/C, No, Ext): 9499887140 E-MAIL ADDRESS: chernandez@tdwrisk.com FAX (A/C, No):
	INSURER(S) AFFORDING COVERAGE INSURER A: Evanston Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
INSURED Element 7 South San Francisco 8033 Sunset Blvd. #987 Los Angeles CA 90046	License#: 0M55604 ELEM7SF-01

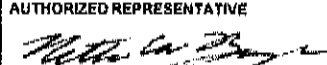
COVERAGES **CERTIFICATE NUMBER:** 746870710 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR Y/YD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER	Y	Y	3AA417428	6/10/2020	8/10/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ Excluded GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ Excluded \$
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	N/A			PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.I. EACH ACCIDENT \$ E.I. DISEASE - EA EMPLOYEE \$ E.I. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 RE: 337 Littlefield Avenue, South San Francisco, CA 94080

Additional Insured, PNC & WOS: As required by written contract with the named insured and as their interests may appear, Richard L. Poletti, Trustee under declaration of trust dated March 11, 1996; John W. Poletti, Natalie A. Poletti, Louis R. Poletti and William W. Poletti dba Lawrence Avenue Properties are included as Additional Insured, Primary & Non-Contributory and Waiver of Subrogation apply per the attached endorsements with regards to the General Liability.

CERTIFICATE HOLDER Lawrence Avenue Properties 333 El Camino Real San Francisco CA 94080	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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EVANSTON INSURANCE COMPANY

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

SCHEDULE

Name Of Person Or Organization:

Richard L. Poletti, Trustee under declaration of trust dated March 11, 1996; John W. Poletti, Natalie A. Poletti, Louis R. Poletti and William W. Poletti, as their interests may appear, dba Lawrence Avenue Properties, 333 El Camino Real, South San Francisco, CA 94080

Additional Premium: \$ 100

The following is added to Condition 8, Transfer Of Rights Of Recovery Against Others To Us under Section IV – Commercial General Liability Conditions:

We waive any right of recovery we may have against the person or organization shown in the Schedule of this endorsement with respect to written contracts that exist between you and such person or organization, provided you have agreed in writing to furnish this waiver. This waiver applies only to the person or organization shown in the Schedule of this endorsement.

All other terms and conditions remain unchanged.



18867 N. Thompson Peak Parkway Suite B-2
Scottsdale, AZ 85255
Ph: 480-305-5666
www.rtspecialty.com

20354180

CONFIRMATION OF INSURANCE

August 11, 2020

TDW Risk Management Associates Insurance Services
Nathan Bosza
111 Corporate Drive #200
Ladera Ranch, CA 92694

FROM: for Brandon Lewis

I am pleased to confirm that your Commercial General Liability - Primary insurance has been bound pursuant to your request. The attached Confirmation of Insurance will serve as evidence of coverage until the insurance carrier issues the policy. This insurance document summarizes the policy referenced below and is not intended to reflect all the terms and conditions or exclusions of the referenced policy. In the event of a claim, coverage will be determined by the referenced policy, subject to all the terms, exclusions and conditions of the policy. Moreover, the information contained in this document reflects bound coverage as of the effective date of the referenced policy and does not include subsequent changes by the insurer or changes in the applicable rates for taxes or governmental fees.

NAMED INSURED: Element 7 South San Francisco, LLC
8033 Sunset Blvd 987
Los Angeles, CA 90046
PRIMARY RISK ADDRESS: 337 Littlefield Ave
South San Francisco, CA 94080
COVERAGE: Commercial General Liability - Primary
INSURER: Evanston Insurance Company - Non-Admitted
POLICY NUMBER: 3AA417428
POLICY TERM: 8/10/2020 - 8/10/2021
POLICY PREMIUM: \$750.00
TRIA: REJECTED
FEES: Brokerage Fee \$200.00
TOTAL FEES: \$200.00
SURPLUS LINES TAX: Surplus Lines Tax \$22.50
Stamping Office Fee \$1.88
TOTAL TAXES: \$24.38
TOTAL: \$974.38

COMMERCIAL CANNABIS LICENSEE BOND
Business and Professions Code Sections 26051.5 and 26070
California Code of Regulations, Title 16, Section 5008

Bond No: 6004833

The premium on this bond is \$ 100.00

KNOW ALL PERSONS BY THESE PRESENTS:

That Element 7 South San Francisco, LLC

whose address for service of process is -

645 W 9th Street Unit 110-631 Los Angeles, CA 90015

as Principal, and SureTec Insurance Company

a corporate insurer organized under the laws of the State

of Texas, whose address for service of process is

2103 CityWest Boulevard, Suite 1300 Houston, TX 77042 and

who is admitted to transact a surety insurance in the State of California, as Surety, are held

firmly bound unto the State of California in the penal sum of Five Thousand Dollars

Dollars (\$ 5,000.00) for the payment of which will be well and truly be made we bind

ourselves, our heirs, administrators, successors and assigns, jointly and severally, finally by these

presents.

The conditions of the above obligation are such that:

WHEREAS, the provisions of the California Business and Professions Code sections

26051.5 and 26070 and California Code of Regulations, title 16, section 5008, require that the

Principal post a Bond to cover the costs of destruction of cannabis or cannabis products if

necessitated by a violation of licensing requirements in statute or regulations adopted thereunder.

NOW THEREFORE, the Principal, and any and all agents and employees representing the Principal shall faithfully comply with the license provisions of the Medicinal and Adult-Use Cannabis Regulations and Safety Act (MAUCRSA), contained in Division 10 of the California Business and Professions Code (§ 26000 *et seq.*) and properly and legally destroy all cannabis and cannabis products if necessitated by a violation of the requirements of said license.

PROVIDED HOWEVER, this bond is issued subject to the following express provisions:

1. This bond shall be deemed continuous in form and shall remain in full force and effect and shall run concurrently with the license period for which the license is granted and each and every succeeding renewal period or periods, or until the bond is canceled by the surety.
2. By executing this bond, Principal and Surety agree any action on this bond shall be instituted and prosecuted in the counties of the State of California, with service by U.S. mail as prescribed in California Code of Civil Procedure sections 417.10 and 417.20 and this bond shall be governed by the laws of the State of California.
3. This bond is executed by the Surety to comply with the provisions of MAUCRSA, contained in Division 10 of the California Business and Professions Code (§§ 26000 *et seq.*) and said bond shall be subject to all of the terms and provisions thereof.
4. The aggregate liability of the Surety hereunder on all claims whatsoever shall not exceed the penal sum of the bond in any event.
5. This bond shall be subject to the provisions of Chapter 2 (commencing with section 995.010) of Title 14 of Part 2 of the California Code of Civil Procedure.
6. The Surety may cancel this bond at any time by delivering thirty (30) days written notice of its desire to do so to Bureau of Cannabis Control and to the Principal herein. The surety shall

not be liable for any loss or claim based upon transactions occurring subsequent to the effective date of such cancellation, but such cancellation shall not affect the liability of the Surety as to any matters occurring prior to the effective date thereof.

7. This bond shall be effective April 23, 2020 but not prior to its execution. If no date is written, it shall take effect on the later of the two dates of execution set forth below.

DATE: 4/24/20

SureTec Insurance Company

NAME OF SURETY

By [Signature]
Sarah King

Attorney in Fact

Title

I certify under penalty of perjury, under the laws of the State of California, that I have executed the foregoing bond under an unrevoked power of attorney.

Executed in Austin, TX on 4/24/20
Ladera Ranch, CA

[Signature]
Signature of Attorney-in-Fact for Surety

Sarah King

Printed or Typed Name of Attorney-in Fact

DATE: 4/29/2020

Element 7 South San Francisco, LLC

NAME OF PRINCIPAL

[Signature]
By Name

[Signature]
CEO

Title



Initial agreement for Element 7 for verification of Partnership with Flowhub for POS and METRC Compliance solution. Flowhub and Element 7 will work together to update agreement in August as we know more about how many locations will initially onboard and add Nugs for mobile check in/inventory management. Element 7 team will alert Flowhub when they are ready to onboard locations and allow minimum 2 weeks to start the process of initial deployment.

Customer Details

Element 7			
Authorized Individual	Email	Phone Number	Role
Amber Norwood	amber@element7.co	6282135657	Billing Contact

Billing Address	8033 Sunset Blvd, Unit 987 Los Angeles, CA 90046	Term Length	12 Months
		Contract Start	08/01/2020
		Contact End	07/31/2021
		Auto Renewal Date	08/01/2021

Order Details

Product	Quantity	Payment Type	Amount	Total	Line Description
API Access	1	Recurring	\$ 99.00	\$ 99.00	
POS Subscription (Location)	1	Recurring	\$ 499.00	\$ 499.00	We will update Number of locations in August, prior to onboarding
Single Location Onboarding	1	One Time	\$ 1,000.00	\$ 1,000.00	This is a placeholder, will revise in coming months as cost is \$500 for 2-5 locations and \$300 for 6+
Total Discounts Applied		One Time \$0.00	Recurring \$0.00	\$ 0.00	
One Time Payments				\$ 1,000.00	
Monthly Recurring Amount				\$ 598.00	



Additional Information

Payment

You will receive an email shortly after signing this order form with instructions on how to add your credit or debit card to your subscription. If you have any questions around billing, feel free to reach out to billing@flowhub.co.

Terms and Conditions

By signing this order form and utilizing our software, you agree to any and all Terms and Conditions. Current Terms and Conditions can be found at www.flowhub.com/terms.

Software Deployment

Upon received a signed copy of this order form, Flowhub will add you to the onboarding queue and your deployment manager will be reaching out shortly to schedule a kickoff call to discuss Roles & Responsibilities, need-to-know Information, and establish a timeline for going live. You will be working with a deployment manager to setup Flowhub in your store(s) and your account manager will oversee the process and be your point of contact with Flowhub for non-technical support inquires for the duration of your subscription.

Product Support

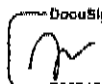
After going live, our Product Support department will be your resource for any and all technical inquires. They can be reached at support@flowhub.co or by calling 844-FLOWHUB 7 days a week from 8am to 8pm MST.

Signatures

The Parties are executing this Agreement to signify their acceptance of all the provisions stated herein, to be effective as of the contract start date.

FLOWHUB, LLC

By:

DocuSigned by:

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Title:

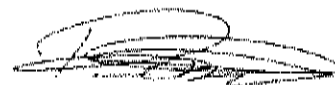
VP of Sales

Date:

5/15/2019

Element 7

By:



Title:

Owner, Officer, or Authorized Agent

Date:

ELEMENT 7

50 WEEK CHECKLIST: NEW STORE OPENING

Estimated Date of Opening: Q1 2021

Weeks Before Opening	Category	Activity	Responsible Person/Party	Target Completion Date
50	Construction	18 Weeks Allocated for Initial License Review (includes parallel activity with Planning)		
42	Construction	16 Weeks Allocated for Discussions with Planning and City regarding Parking, Traffic, Engineering etc		
26	Construction	12 Weeks Allocated for all On-Site works (internal Site Works)		
14	Construction	4 Week Buffer for Site Works Delays / Planning Matters		
10	Operations	4 Weeks Allocated for Drift-Out Works / Merchandising Displays etc		
6	Operations	Initial Accessories product & supplies orders with Suppliers - determine quantities for training, mock shifts, pre-opening activities		
6	Personnel	Prepare All Employee HR Documents, Employee Handbook and have final draft reviewed by labor attorney		
6	Personnel	Employee policies - determine policy		
6	Personnel	Employee training manuals - Expand on Cheat Sheet, Diego Background, History, and Future, Accessories, Flower, Concentrates, POS, Sales training (suggestive selling, up selling, crm, cwtux, marketing, seo), Compliance Checklists		
6	Personnel	Employee files - set up for employment application, status changes, other personnel records		
5	Administration	Insurance - verify with your agent that all policies are in force		
5	Marketing	Job Posts- NOW HIRING /COMING SOON		
5	Marketing	Public relations for opening - hire local PR firm - send out press releases to local media outlets		
5	Operations	Inventory report of all products on hand		
5	Personnel	Management team - start interviewing/selection process		
5	Personnel	Bud Tender's placement - Security arrangement - determine mix of floor and counter bud tenders - Security personnel plan interior and exterior		
5	Personnel	Employee recruiting - Indeed and Job Fairs - recruiting missions - plan for turnover, hire 20% more than you think you need		

5	Product	Cannabis - determine how many products and create a list with all information - decide what genetics, edibles, paraphernalia, accessories and merchandise to stock		
5	Product	Create a list of available suppliers and their information - create list of suppliers for Cannabis, Packaging, F&B (Where applicable) & supplies		
5	Product	Pricing - Determine final price points on all items		
5	Product	Inventory control - using master inventory list of all products to stock - set up POS		
5	Product	Set up all tracking compliance info in POS, assure all key personnel are trained		
4	FF&E	purchase equipment		
4	Operations	Finalize Staff Uniforms		
4	Operations	Hours of operation - determine for each day/employee meal period		
4	Personnel	Management training commences - personnel hiring, training & management - operations - administrative		
4	Personnel	Staff pay scales - determine starting pay scales for each position - determine employee review/raise policies		
3	Administration	Credit card merchant accounts - setup for MC/Visa, Amex, Discover, Others		
3	Design/ Construction	Exterior signage - primary, handicap, reserved, valet, hours of operation, delivery times - Company Sign-Hung		
3	Design/ Construction	Supplier, contractor, sub-contractor contacts - create master phone & contact list with emergency numbers		
3	Design/ Construction	Cleaning crew - bid & select vendor for initial & final clean		
3	FF&E	Office equipment - copier, fax, computer, printer, calculators		
3	FF&E	Office furniture - desk, chairs, filing cabinet, shelving		
3	FF&E	Receiving scale		
3	FF&E	Restrooms - hand towel/dryer dispensers, soap dispensers, hand soap		
3	FF&E	Janitorial equipment - wet floor signs, mops, buckets, vacuum - trash cans, cordless dust pan		
3	Marketing	Printing - Exterior Signage Permit - Website and Social media - Banners, Printing, Fliers, Posters - stationary, envelopes, labels, business cards - invitations for opening parties		

3	Ongoing Services	Retail space cleaning - flooring, rest rooms		
3	Ongoing Services	Armored car service - select approved vendor		
3	Operations	Checklists - prepare opening, closing, shift change checklists for all stations		
3	Operations	Promotions - determine specials - check state/local laws regarding specials/discount programs		
3	Operations	Prep lists with pars - create prep lists with par levels		
3	Operations	Station setup sheets with pars - for all retail, medical, cafe, etc		
3	Operations	Approved vendor list - create Master Approved Vendor List - Building & HVAC repair vendors		
3	Operations	Initial Cannabis, Edibles and Concentrates product & supplies orders - determine quantities for training, mock shifts, pre-opening activities		
3	Operations	Backup Plans and Documents for issues that could arise (i.e. POS system not working)		
3	Product	Initial Product order - prepare & place initial order - request free samples from suppliers to test - have sufficient quantities for testing & training		
3	Technology	POS phone line - dedicated line for charge approvals - tie into DSL/cable line		
3	Technology	POS system install - start evaluation/demonstration process		
2	Administration	Payroll processing		
2	Administration	Petty cash - setup petty cash fund for cash payments - create petty cash reimbursement form		
2	Administration	Deposit procedures - armored car service or other		
2	Design/Construction	Compressors & valves - label and check for accessibility		
2	Design/Construction	Electrical labeling - label switches, breakers and check for accessibility		
2	Design/Construction	Security and Alarm system - install & inspect		
2	Design/Construction	Inspections - schedule for fire, health departments walk-through with contractor - create initial punch list		

2	Design/Constr.	Building & equipment plans - retain full set of plans for operational files		
2	FF&E	Communications/phone system - phone lines for office, fax, retail space, etc - Security system, fire & burglar alarms - internet access, service provider		
2	FF&E	Interior signs restrooms, fire exit, hand wash, wait to be seated		
2	FF&E	Safe for office - determine type, bid & order		
2	Ongoing services	Music-(Music licensing)		
2	Ongoing Services	Chemicals and SDS Sheets - select approved vendor		
2	Ongoing Services	Setup Monthly accounting - use industry standard chart of accounts - outside accounting service		
2	Ongoing Services	Pest control - select approved vendor		
2	Ongoing Services	Trash disposal - select approved vendor		
2	Ongoing Services	Window washing - do in-house or outsource - select approved vendor		
2	Ongoing Services	Insurance agent - building, general liability, liquor liability, workman's comp, group medical		
2	Ongoing Services	Laundry & linen - select approved vendor		
2	Operations	Emergency exit procedures - determine procedures, post maps - discuss in safety meetings with staff		
2	Operations	Bulletin board - for employee schedule, mandatory postings - choking poster - emergency hospital & doctor numbers & instructions		
2	Operations	Cleaning & maintenance schedules - set up schedules & procedures - Cleaning Checklists		
2	Operations	Emergency numbers - map, directions to hospital - make arrangements with local doctor, clinic		
2	Operations	Floor maintenance - get ongoing floor maintenance procedures - purchase cleaning / polishing supplies		
2	Personnel	Food safety training - access food safety training materials		

2	Personnel	Staff Orientation and Begin staff training	
2	Smallwares/Supplies	First aid kit - emergency burn kit	
2	Smallwares/Supplies	Check presentation clipboards	
2	Technology	Computer software - Microsoft office, scheduling, cannabis and retail item management	
2	Technology	Phone on hold message - select service provider - message/music	
2	Technology	Internet service provider - DSL or cable	
2	Technology	POS - set up installation & training	
1	Administration	Bank supplies - deposit stamp & pad, deposit bags, deposit slips	
1	Administration	Accounting/bookkeeping system - have CPA review sales, deposit, payroll and accounts payable system	
1	Administration	Permits, licenses, inspections, approvals - verify that licenses, etc. have been secured	
1	Administration	Initial change order - get change & small bills from bank	
1	Administration	POS/merchant accounts - test credit card approval/processing	
1	Administration	Receive certificate of occupancy	
1	Design/Construction	Exterior signage light timer - set light timer	
1	Design/Construction	Exterior cleanup - parking lot, landscaping, building, windows	
1	Design/Construction	Final clean - interior & exterior of building	
1	Design/Construction	Wash windows	
1	Design/Construction	Beverage service - set up installation of coffee and tea equipment	
1	Design/Construction	Update construction punch list	
1	Design/Construction	Fire extinguishers - install with visible operating instructions	
1	Design/Constr.	Continue construction punch list	
1	FF&E	Storage shelves - clean, organize & label	
1	FF&E	Receive furniture - tables, chairs, desk tops, display cases, other	

1	FF&E	Emergency equipment procedures - determine emergency shut-off steps - label equipment		
1	FF&E	Equipment tests - test each piece with supplier prior to training		
1	FF&E	Tools/Toolkit - purchase & designate location store		
1	FF&E	R&M binder for all equipment - prepare repair & maintenance binder for operating instructions, manuals - mail in warranty cards		
1	FF&E	Test all equipment		
1	FF&E	Complete equipment warranty cards		
1	FF&E	Final clean all equipment		
1	Marketing	Opening parties - work with training team to set up - press event, VIPs, contractors & suppliers - create guest lists, send invitations		
1	Operations	Order & delivery schedule - prepare weekly schedule with each vendor's order & deliver dates		
1	Operations	Deposit bags - obtain from bank		
1	Operations	Change order - prepare initial change order, change & small bills		
1	Operations	Check inventory levels - on all cannabis, retail items, packaging, food, beverage, paper & supplies - prepare orders for opening week		
1	Operations	Opening inventory - take full physical inventory on all products pre-opening - necessary to calculate accurate costs after opening		
1	Personnel	OSHA - review OSHA standards with managers		
1	Personnel	Safety checklist & audit - create safety checklist & perform safety audit - Safety Checklist		
1	Personnel	Safety & first aid training - conduct training program for all employees		
1	Personnel	Conduct practice runs/mock service - full dress with uniforms		
1	Smallwares/Supplies	Initial chemicals order - degreasers, drain treatment - disinfectants, sanitizers - floor care solutions - handcare - cleaners for distroom/restroom/dining room		

1	Smallwares/ Supplies	Janitorial supplies - carpet, tile, floor cleaner, spot remover - gum solvent, liquid hand soap, paper towels, toilet paper		
0	Launch	Soft Opening/Grand Opening		

REMEDY

FAIRFAX

SECTION 9 PUBLIC BENEFITS PLAN

PUBLIC BENEFITS PLAN

This plan has been specifically developed for the proposed facility in Fairfax named Remedy Fairfax, a cannabis dispensary owned and operated by Element 7. As Element 7 would manage and operate this facility, all references in this document to Element 7 shall be known as Remedy Fairfax.

Introduction

Labor and employment laws affect the entire legal relationship between employers and employees, beginning with the initial hiring process and expanding into every facet of daily operations, including job descriptions, wages, promotions, reviews, terminations, benefits, mergers and acquisitions, as well as the successful resolution of disputes pertaining to unfair labor practices and discrimination.

Because the laws that apply to the labor and employment relationship are found at all levels of government—federal, state, county and even Town—making sense of these oftentimes conflicting requirements is more of a challenge than ever for today’s employers.

Element 7 will manage Labor and Employment from multiple angles - a dedicated HR Specialist hired within Element 7 head office; the General Manager at the Facility, and a third party, HR Specialist consultant that will advise the business on aspects of employment law, HR principles and other labor related issues.

The business management will be governed by a series of Standard Operating Procedures developed and implemented by Element 7 which are also addressed in the **Operating Plan**, the SOPs that are "bold" are addressed in this section which include:

- **Labor & Employment Overview**
- Employee Training
- **Labor Peace Agreement**
- Employee Processes
- **Non-discrimination**

Labor and Employment Policies

POLICY NAME	ELEMENT 7 LABOR & EMPLOYMENT POLICY
APPLICABLE LAW	Pursuant to the Division of Labor Standards Enforcement, Title 8 regulations.
POLICY OBJECTIVE	To create an open channel of communication that will govern both the rights and duties between our employees, and Element 7 management and officers in the Town of Fairfax.
ELEMENT 7 CORE VALUE	<i>Excellence in Everything We Do</i>
SOP PROCEDURES	Labor & Employment - Living Wage – Element 7 Compensation Package - Payroll Management - Payroll Tax Management - Employee and Health Benefits - Local Hiring Preferences

	<ul style="list-style-type: none"> - Interview Processes - Objective Behavioral Testing - Careers Website
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Living Wage – Element 7 Compensation Packages

At Element 7 we understand that the backbone of our business is our employees and the relationships we hold with them and the relationships they hold with the patients and customers. This is what creates and drives business advantage. We continuously monitor our salaries and benchmarks and will meet or exceed the "Living Wage" benchmark across all our California operations, including Fairfax which is currently at \$20.58.

At Element 7 we understand that employee compensation and the payment of wages and benefits is one of the most important aspects of being a fair employer, and one of the most litigious. Complying with Federal and State Wage and 'Fair Pay' Laws can be complex and for this reason we will hire only the most competent employment lawyers and a 3rd party Human Resources Agency.

We aim to **exceed** any 'Fair Living' wages dictated by the Town or State.

Employees, given the nature of the industry, should be paid more than the industry standard. This is also important for attracting and retaining key talent. We want to incentivize good work and compensate outstanding practices. We know that in order to retain good talent as an employer we need to offer more in the form of benefits such as health insurance, paid vacations, paid sick days, dental and the right to take leave for medical or family reasons etc.

Never will Element 7 take advantage of its employees. Overtime will always be logged correctly and paid accordingly, there will be no working 'off the clock' at Element 7. We at Element 7 understand that the main advantage of offering attractive benefits is not only in finding and keeping top-notch talent, but that having a happy and healthy workforce will be more productive and have lower absenteeism. Never will Element 7 discriminate in their offering of benefits. All workers, regardless of gender or ethnic background, will be paid the same rates with zero deviation.

Estimated Salary Ranges are:

- General Manager: USD\$90,000.00 annually
- Heads of Departments: USD\$70,000.00 annually
- Retail Staff: USD\$20.58 per hour

All staff will be issued with an Identification Badge which must always be worn whilst on the Site and any Facility Premises. This must be used in conjunction with bio-scans to enter and exit rooms.

Payroll Management

Element 7 will process payroll through a Credit Union account in the State of California.

Payroll Tax Management

Element 7 will manage Payroll Taxes by accruing for such amounts monthly with monthly payments to then be made to the Board of Equalization for the required amounts.

Employee and Health Benefits

Element 7 will be offering the following Employee and Health Benefits to its staff, which shall include (on top of their wages and salaries):

- Medical, prescription, vision and dental health plan
- Retirement Benefit Plans (401K)
- Disability Income Protection Plan

We also recognize the importance of maintaining fitness and health and will be offering full-time employees a \$300.00 grant towards a fitness or health club membership – we will discuss programs with fitness and health clubs surrounding Element 7. Other perks offered to employees will include:

- An ongoing formalized staff training program
- Sick leave (up to 20 days a year for full-time staff)
- Paid Vacation Leave (up to 10 days a year for full-time staff)
- Family-friendly shifts

Local Hiring Preferences

Preference will be given to hiring local members of the community with equity, diversity and social responsibility an integral part in our hiring practices. The Management Team at Element 7 Fairfax LLC will report to the Board of Directors, and will comprise the General Manager, 2 Shift Managers, an Inventory Control Manager, and approximately 8 new local hires in security and sales roles. Our aim is to hire locally with 9 of the 11 positions to be filled with local talent.

We understand that economic, ethnic, gender, and racial equality requires social change, progress, and action. We at Element 7 look to contribute to societal equality through our hiring practices, retention practices, and treatment of employees. These practices only serve to further facilitate community bonding with not only our patients and customers, but also with the Fairfax community.

LABOR PEACE AGREEMENT

POLICY NAME	LABOR PEACE AGREEMENT
APPLICABLE LAW	Pursuant to the Division of Labor Standards Enforcement, Title 8 regulations.
POLICY OBJECTIVE	To ensure Element 7 staff have the right to form a Labor Union and enter into a Labor Peace Agreement with Element 7.
ELEMENT 7 CORE VALUE	<i>'Excellence in Everything We Do'</i>

SOP PROCEDURES	Labor Peace Agreement
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A Labor Peace Agreement (**Attachment 'A' – Labor Peace Agreement**) has been created with the UFCW and we have incorporated the below terms:

The following key terms will form the Labor Peace Agreements:

1. The Employer shall remain neutral with respect to the Union and its representation of employees covered by this agreement. The Employer will not take any action, nor make any statements that will directly or indirectly state or imply opposition by the Employer to the selection by such Employees of a collective bargaining agent, or reference for or opposition to any particular union as a bargaining agent. This provision shall not prohibit the Employer from presenting its own package to the Employees.
2. The Union may engage in organizing efforts in non-work areas during Employees' non-working times (before work, after work, or on meal or rest breaks) and/or during such other periods as the parties may mutually agree upon, subject to Employer's safety and security plan.
3. Union and Employer understand and appreciate the unique work site requirements for security and safety for the cannabis industry that Employer is required by law to comply. Employer and Union agree that Union organizing efforts must comply with all security and safety plans of Employer, local regulations and/or requirements, County regulations and/or requirements, and state regulations and/or requirements, and as otherwise required by law. Union understands and agrees union representatives engaging in organizing efforts and/or otherwise entering the premise of Employer must comply with Employer safety and security protocols and policies. Employer will not obstruct the efforts of Union to comply with Employer security and safety plan protocols. The Union shall not disrupt the Employer's business and/or violate any security or safety regulations.
4. The Union agrees to communicate with employees in a positive manner and shall not denigrate the Company, its managers, supervisors, agents or representatives. The Union shall not present or portray the Employer in a bad light to employees or to the public.
5. The Employer shall not present or portray the Union in a bad light to employees or to the public.
6. The Employer may not engage in a lockout.
7. The union and any employees it represent will not engage in or encourage any strikes, slowdowns, picketing, boycotts, work stoppages, any other economic interference with the Employer's business or other concerted activity. The union will not engage in any hand-billing directed at the public except insofar as the parties agree in advance that such hand-billing is appropriate and not a breach of this agreement.

Within ten (10) days following receipt of written notice of intent to organize Employees, the Employer will furnish the Union with a list of non-supervisory and non-management employees engaged in commercial cannabis activities, the Employer shall provide to the Union the names, addresses, telephone numbers and work email addresses of non-supervisory and non-management employees, together with a designation of the work location and department/function of each listed employee.

NON-DISCRIMINATION

POLICY NAME	NON-DISCRIMINATION POLICY
APPLICABLE LAW	Pursuant to the Division of Labor Standards Enforcement, Title 8 regulations.
POLICY OBJECTIVE	To ensure Element 7 have a diverse, vibrant corporate culture where there are no preferences or discriminatory practices of any kind.
ELEMENT 7 CORE VALUE	'Excellence in Everything We Do'
SOP PROCEDURES	Non-Discrimination - Ensuring Element 7 is Fair and Accepting

There are a variety of laws—both on the state and federal level—that prohibit discrimination in the workplace. Discrimination occurs when an employee or job applicant receives less favorable treatment because of a specific characteristic they have.

There are several initiatives that Element 7 will be implementing to ensure discrimination does not occur with Element 7 workplace, including:

1. **Policy:** Element 7 will have an anti-harassment, discrimination, bullying and retaliation policy. The policy will define harassment and discrimination, who employees should complain to regarding harassment and discrimination of any kind, the types of discipline that may be used in harassment and discrimination cases, confidentiality, the prohibition of retaliation from employees who complain, and the distribution of the policy to employees with a receipt acknowledgment by the employee.
2. **Information Sheet Distribution:** Element 7 will ensure that the California Department of Fair Employment and Housing Information Sheet will be distributed to all employees working at Element 7.
3. **Training:** Element 7 will provide at least two hours of classroom or other effective interactive training and education regarding sexual harassment to all supervisory employees and all new supervisory employees within six months of assuming a supervisory position.

DIVERSITY AND INCLUSION PLAN - SOCIAL EQUITY

Diversity is characteristic of highly successful, innovative and impactful organizations. Groups of individuals with different backgrounds, expertise, skills and perspectives have proven to be more adept and successful at solving complex problems, fostering innovation, creativity and collaboration. Our Diversity Plan has been developed to ensure that we are able to maintain diverse teams, promote collaborative approaches in problem solving, innovation and communication, and positively impacting communities we serve.

Goals

Our Company is committed to pursuing cultural competency and building dynamic teams of individuals. By creating substantive learning opportunities, transparent policies, and a safe and open-minded culture, we hope to attract exceptional talent that can collaborate across race, ethnicity, gender, age and religion. Challenging systems, policies and practices that create inequity, oppression, disparity and discrimination creates opportunities for underserved and underrepresented communities.

We have allocated resources, tools and leaders to ensure that underrepresented communities are included in our hiring, recruiting and training efforts and processes. In establishing a Diversity Board, we are able to monitor, regulate and develop effective practices, policies and programs that promote diversity. The Board will be responsible for setting diversity and inclusion goals, devising strategies, policies and programs, and analyzing performance.

The Diversity Board will consist of:

- Both local and out-of-state community leaders from various industries and organizations
- Third-party stakeholders, such as representatives of various non-profit organizations
- Community leaders of disproportionately impacted communities
- Individuals with relevant, demonstrable expertise

Our Diversity Plan includes an intentional and conscious recruiting, hiring, training and evaluation system that is geared towards reducing both conscious and unconscious bias and discrimination. Equitable practices that include the implementation of policies and programs that promote diversity, inclusion, collaboration, empathy and equity will allow our Company to build a diverse, exceptional and impactful workforce.

Equality of Opportunity

We deploy equitable practices throughout the implementation of policies, programs and processes to ensure that internal opportunities for ownership, management,

employment, and external contracts are made accessible to underserved and underrepresented groups and individuals in the State.

Ownership

Our Company has partnered with various individuals and groups who qualify under the State's Social Equity Program. These individuals include African American, Hispanic, Veteran and Disabled Men and Women, who have lived in disproportionately impacted areas, and / or have cannabis-related convictions and arrests, and / or have immediate family members who have cannabis-related convictions and arrests.

Management, Employment and External Contracts

Internal Recruitment, Hiring, and Training policies require our Company to hire and / or contract with, individuals, groups or organizations that are from underrepresented or underserved communities. Our Diversity Board has identified the following types of individuals, groups or organizations as underserved or underrepresented:

1. Women
2. Veterans
3. Individuals with disabilities
4. African Americans
5. Asians
6. Hispanics
7. American Indians
8. Individuals that have lived in disproportionately affected areas, as determined by the Department, for at least 10 years
9. Individuals with cannabis-related convictions and arrests
10. Individuals with immediate family members, such as mother/father/sibling, that have cannabis-related convictions and arrests

Expungement Clinics

We are affiliated with NDICA (letter attached at end of section), the National Diversity and Inclusion Cannabis Alliance, and we hold expungement clinics across the State. These clinics have allowed us to begin growing an efficient diversity recruitment, hiring and training list, with hundreds of residents qualifying as underrepresented and / or underserved individuals.

Leadership Training and Triliant Diversity Training: Mandatory On-Boarding and Continued Training

All supervisors, managers and employees will be required to take Cornell leadership and Diversity Certifications and Triliant Diversity Training. These courses raise awareness of the many benefits of an inclusive culture and provides team members with practical steps for recognizing their own personal biases, increasing their cultural competency, and setting a positive example for treating everyone with respect. Topics include diversity inclusion, unconscious bias, cultural competency, civility, sensitivity, mentoring relationships, and behavior that leads to a more positive workplace.

Our Company is focused on developing and maintaining a diverse and culturally aware workplace that respects and utilizes the talents and ideas of its employees. Creating an equal opportunity environment that facilitates the development and sustainability of such a culture means incorporating diversity, inclusion, and cultural-awareness training and mechanisms in all internal communications and operations.

Employees will be required to attend company-sponsored training that will be conducted by local diversity training groups through our Center for Excellence. Courses typically involve presentations, workshops, seminars, community forums, and round-table discussions. These courses expose challenges, facilitates dialogue, and provides tangible tools and resources that are needed to create a diverse, inclusive, and culturally aware workforce.

Open Door Policy

We encourage employees at all levels to communicate openly with each other. Although some tasks may require hierarchical methods of approval, Company Culture fosters curiosity, collaboration, innovation and communication, which is easier and less inhibiting when doors are always open.

Inclusive Modes of Communication

Internal communications such as newsletters, bulletins, memos, emails, and other materials used for communication will utilize inclusive language that represents and communicates respectfully to all employees and their diverse backgrounds.

Interview Processes

We know that in order to employ the best talent we must look beyond the resume and this is where our personalized and structured behavioral interviewing processes come into play. In previous businesses that we have operated and managed, we have developed a thorough interview and screening process using the most effective hiring practices and with the aid of our locally based employment agency we are confident in hiring the right person for the job, ensuring that our employees will greatly enhance the patient/customer experience and add tremendous value to Element 7. Prior cannabis, hospitality and retail experience is preferred, although not required.

We conduct extensive reference checks, considering the statistics, workplace violence, theft (an estimated 30 percent of business failures are related to employee theft), falsified resume applications etc. Criminal and background checks are an important part of our hiring process and all staff will require DOJ Background Checks and Live Scans.

All staff hiring is handled by our HR Department led by Ms. Taylor Munoz.

Objective Behavioral Testing

We will administer Objective Behavioral Testing to assess candidates. These tests are fair and unbiased and lead the candidate to deliver appropriate information. These tests can be compared with all other interviewees' answers under standard test conditions. These tests give our managers another perspective of the job candidate, allowing them to assess personal aspects of the individual, such as interpersonal skills, initiative, and self-regulation. They can determine how the candidate would work within the business culture, eliminate candidates whose profiles indicate they would not work well with the leadership style of the manager, and gain some insight into the individual's work ethic. Another benefit of assessment tests to the hiring process is

the opportunity to conduct benchmark studies on successful performers in each job. By conducting this type of study using behavioral assessment tests, a company can develop a job analysis of the critical "soft skill" factors necessary for success. These profiles of success can be compared with job candidate profiles and will greatly enhance the probability of hiring the right person the first time.

Careers Website

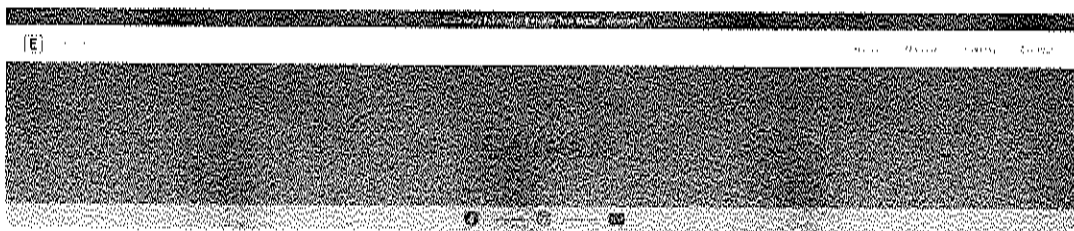
Element 7 will have a Careers Website, which will be a direct reflection of the values and culture of our company. Included on our site will be information about open positions, as well as benefits, culture, potential career paths, company news and awards. We will offer insights into what it's really like to work at Element 7. Technology is integral in the hiring process and we will ensure all records, resumes and correspondences are stored electronically. We will document all the procedures and processes, training managers on the screening and interviewing processes to ensure consistency. We will use consistent, legal processes for hiring or rejecting candidates, keeping strong documentation to showing why a candidate was or was not selected. Element 7 will have a range of front-line and office management roles as part of its operations base.

Element 7 will maintain the following hiring criteria for all hired personnel:

- MUST be 21 years of age or older;
- High School Diploma or GED equivalent;
- Must be able to read, write, speak and comprehend the English language;
- Will follow Affirmative Action guidelines for hiring;
- Will not discriminate based upon age, gender, race or religious affiliation;
- Will favor hiring local Town of Fairfax (and surrounding areas) residents; and
- Will favor hiring individuals that are a part of the Element 7's community outreach.

Our policy is to 'promote within', whereby existing staff will be looked at first for any future job promotions. We have attached our job descriptions for the positions we will hire for at our facility. **(Attachment 'B' – Job Descriptions)**

The Careers Website would be very similar to Element 7's existing Careers Tab on its Website (see image below):



Creating Careers. Not Jobs.

At Element 7, we are committed to creating a diverse and inclusive work environment. We are currently seeking qualified candidates for the following positions. If you are interested in applying, please visit our careers page at [www.element7.com/careers](#).

Local Jobs for Local Operations

At Element 7, we are committed to creating a diverse and inclusive work environment.

Our Commitment to Training

At Element 7, we are committed to providing our employees with the best training and development opportunities available. We offer a variety of training and development programs, including on-the-job training, classroom training, and self-paced learning. We are currently seeking qualified candidates for the following positions. If you are interested in applying, please visit our careers page at [www.element7.com/careers](#).

Current Positions Available

- Manager
- Assistant Manager
- Auditor

**BENEFITING PATIENTS BEYOND PROVIDING CANNABIS -
EDUCATING PATIENTS AND COMMUNITIES**

Introduction

In an ideal world, the journey people take to become a loyal Element 7 patient would be a straight linear path. They would see, buy and use our product and remain repeat patients for years. In reality, the journey is far more complicated with stops, exploration, and discussion along the way - all of these are moments we need to convince our patients to pick our brand and stick with us instead of switching to a competitor.

This is especially true in the cannabis industry where many consumer groups, particularly urban housewives, 'conservative experimenters' and 'new retirees' are exploring and using cannabis for the first time now that adult-use laws have passed, and cannabis is widely accepted and used.

Understanding this patient exploration and use journey and staying on top of these moments and opportunities when a consumer interacts with the brand in some form, is overwhelming. At Element 7, we solve this by using a 'Patient Experience Map' which gives us a greater understanding of how our patients are currently interacting and engaging with our brand. It also demonstrates how our products and services fit into their lives, schedules, goals, and aspirations.

We leverage multiple sources of data to map our patient experience journey - the most important of these data sources is delivered through our exclusive partnership with BRIGADE, the sole global licensee of Weedmaps customer data. Through access to this data, we have a view of the industry that almost no other cannabis operator is afforded. We understand their buying behavior, purchasing habits, online search and discovery habits and a range of other measures that give us a rounded view of the cannabis consumer.

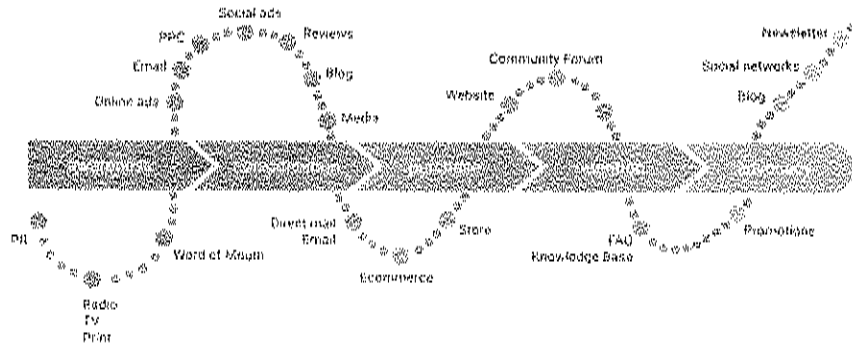
Element 7 Patient Experience Map

Patient Experience Maps are powerful tools for improving patient service as they help identify the high and low points in consumer's interactions with the Element 7 brand.

At the earlier points of the Patient Experience Map (Awareness and Consideration), different consumer groups require different amounts, formats and types of information – largely dependent on their experience with the cannabis category. For instance, 'Urban Housewives' who are new to the cannabis industry will require different information to 'Recent Retirees' who are entering the industry for the first time looking for a more natural and healthier form of pain management, holistic healing, opioid alternatives or social hedonism.

As consumers progress along the Patient Experience Map, the style of communication and types of communication evolve.

Mapping the Patient Journey allows us to disseminate the right information at the right time to move that individual along the Map towards Purchase, Retention and Advocacy. Understanding where an individual is at any one point in time is achieved through behavior tracking and listening, both of which can be achieved through an ongoing dialogue and data capture.



ELEMENT 7: PATIENT EXPERIENCE MAP

Aligning the style of messaging is critically important - we want our patients to feel as though our salespeople within the store are consistently having the same point of view and delivering the same excellent level of services that other touchpoints such as our website are delivering.

Given the nature of the cannabis industry, the market stage of growth and the misinformation that has been disseminated to consumers previously, a critical part of our overall communication and messaging will be patient education.

Patient Experience Focus

The cannabis industry is highly experimental, and many new consumers have minimal education about the products they are looking to purchase. As a result, many new patients feel overwhelmed in a retail store and don't want to appear to be uneducated in a category that is new to them or has changed significantly since they last consumed or purchase a product as long as five or ten years ago. This is understandable - the rate and speed of innovation in the industry is constant and overwhelming from an operator's perspective, let alone, from the patient's point of view.

Element 7 will provide clarity, comfort, and appropriate options to these overwhelmed consumers. We will help them overcome the uncertainty, anxiety, and confusion they face in a retail outlet full of different ingestion methods, brands and strains.

We will focus our efforts on ensuring that our various points of contact with our patients are synchronized and aligned. The experience they have online will have an identical tone to the way our staff talk to our delivery staff or the way we package our house-brand cannabis products. Patients demand consistency and we will deliver this to them.

Delivering Consistent Accuracy

Consistency and factual accuracy are the two most important aspects of our patient education program.

Studies by BDS Analytics have demonstrated that the average budtender working in the industry has received less than 16-hours of training before starting work. At Element 7, we know this standard is not acceptable for delivering consistent or accurate information, particularly given the importance patient's place on receiving factually accurate information and recommendations from budtenders.

Element 7 will mandate that it's budtenders receive at least 50 hours of formal classroom training (3 times the industry standard) before commencing a four-week on-the-job training program where they will continue their learning with practical on-the-job training. At the end of this four-week period, budtenders will either receive a PASS and be allowed to commence full-time employment with Element 7, or they will be assigned for further training in deficient areas.

Bud-Masters will have undergone over 80-hours of formal classroom training and 400-hours of on-the-job work experience before they can receive such Certification from Element 7.

In addition, all front-line Element 7 staff will be required to complete an additional 8-hours of training each quarter with testing that requires a PASS with a 70% plus score. Consecutive FAILS in two or more quarters would result in that staff member being placed on probation and removed from a front-line role within the business.

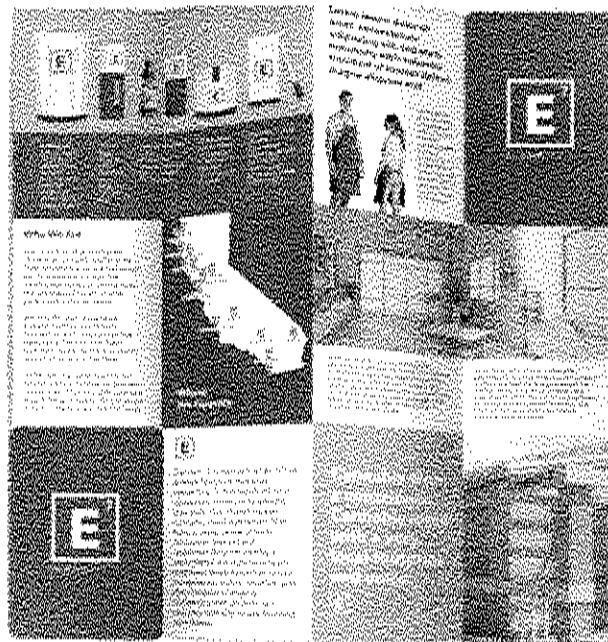
Channel Focus

In terms of channels and specific locations where we will focus our educational efforts, our focus is events, online and at the point of delivery. Our primary means of educating patients will be:

EVENTS	ONLINE	AT THE FACILITY
Community Workshops	Element 7 Website	E7 Learning Zone
MeetUp Groups	Digital Mailing List	First-Time Registration Facts
Drug Education Program	Industry Websites & Platforms	Comprehensive Staff Training
Weekly and Monthly Patient Micro-Events	Content Partnerships	Element 7 Packaging
	PR Outreach	Digital Wall Displays
	How to Video Series	BudMasters Consultations
		Printed Resources (Americans for Safe Access and BCC)

All printed materials will be available in both English and Spanish versions to account for the wide variety of patients we deal with.

Creating Educational Content
 Element 7 educates existing and new patients through a dedicated program that focuses on the topics they are most interested in, as determined by independent research. For example, research on the Canada industry in 2018 demonstrated that 62% of new users aged over 55 were most concerned with product quality, testing, and cleanliness (Source: Deloitte Canada, *A Society in Transition, An Industry Ready to Boom*, 2018). The same report demonstrated on the other hand, that younger millennial users were less concerned with quality and were far more interested in the story behind the cultivation team or brand that the product was created by.



Our educational offerings, channels, timings, tone and level of scientific and technical data will be varied for the audience we are targeting and the behavior and outcomes we are seeking.

EVENTS

At Element 7 we believe that education and community outreach can change the way cannabis is viewed and help people understand its benefits. To have a successful cannabis program, we believe that there needs to be an active relationship between the community, local business, research, and physicians.

Community Educational Outreach Program

Element 7 propose developing a Community Educational Outreach Program that will be held 4 times a year in conjunction with the local cannabis community.

To enact such a program, we will recruit a panel of specialists and experts onto our team that will help us conduct the outreach program. Each event will have three cannabis experts that conduct 15-minute lectures with a 20-minute question and answer session at each event. Each event would run for approximately 70-minutes and focus on:

- Myths and Facts of Cannabis
- Patient Treatment Options
- The History of Cannabis
- Fundamentals of Cannabis Science
- Safe Use Practices
- Drug Interactions
- Self-titration Tests

- Latest Research and Medical Findings for Cannabis
- Responsible Use and Management of Cannabis
- Importance of Regulation and Compliance

Our goal is to provide the community with the facts and information that they need to be educated and make informed decisions. It is our goal to educate the community so that they can make the best decisions for themselves and their health. All sessions will be provided at zero cost to the attendees. We will schedule a free shuttle bus for attendees that want to attend the session but may not have transport options. For many people, this will be their first interaction with Element 7, and possibly, their first cannabis educational event.

Dr. Jeff Chen, Director of the Cannabis Research Initiative at UCLA, has committed in writing to helping us with this initiative. Jeff is one of the most respected cannabis experts in North America and holds a dual MD/MBA from Cornell University. He has spent the last four years working at the intersection of academia, industry, non-profit and government to accelerate cannabis research in California and North America. Dr. Chen is the founder of the UCLA Cannabinoid Affinity Group, a published author, David Geffen Fellow and UCLA Wolfen Entrepreneurial Award Recipient.

Meet-Up Group

Element 7 will create a local Medical Marijuana and Pain Support MeetUp Group for local cannabis patients that will meet on the first Tuesday of each month at a local hall. This MeetUp Group will be chaired by a local cannabis leader and discussion will focus on the medical benefits of cannabis, with experts invited each month to share their insights and experiences. This group will meet monthly and is free to attend.

Drug Education Program

Element 7 will partner with local law enforcement to implement and support existing drug education programs being conducted in the local community. With a focus on educating at-risk teens and young adults, the purpose of the program, and Element 7's inclusion, is to prevent drug abuse and arm at-risk teens and young adults with the information they need to make informed decisions and say NO.

Weekly and Monthly Patient Micro-Events

Element 7 offers a range of micro-events that are developed to provide continual engagement with our most engaged patients. These events will be held at third-party locations for groups of 10-12 patients, and include:

Monthly Events	Quarterly Events
<p>Wellness Wednesdays</p> <p>Weekly session featuring new product reviews and 10-minute presentations from a range of wellness providers including medical professionals, alternative health providers, yoga and Pilates studios, restaurants and cafes, natural health providers and fitness partners.</p>	<p>Monthly Themed Wellness Event</p> <p>Each quarter, we will focus on promoting Themed Micro-Treatments that focus on a specific ailment or condition. E.g., Deep Sleep, Arthritis, PTSD and Inflammation. These specific treatments will be offered through third-party providers we form relationships with locally.</p>

ONLINE EDUCATION

The largest segment of new users in the cannabis industry are educated, have a university degree and earn above the media wage. These consumers often feel uncomfortable walking into a cannabis dispensary, particularly in small communities, so they will often conduct extensive online research before visiting an outlet or making a purchase.

Remedy Fairfax Website

A Remedy Fairfax website will be built and is designed to provide patients with an overview of our business, our educational approach to cannabis and the story of how we started as a company and what we are looking to achieve in the cannabis industry. Our line of products, partnerships and a range of educational topics are covered on the site, including a series of White Papers that have never been published digitally.

Digital Mailing List

Element 7 use an online platform called MailChimp to automatically deliver educational content to our patients. All first-time patients are offered the chance to join our mailing list as they make their first purchase at Remedy Fairfax.

Those patients then receive educational information based on a range of cannabis topics.

Mailchimp is an automated email marketing platform and email marketing service platform that delivers and shares email marketing campaigns with thousands of patients at the same time or who are on the same 'purchase journey'. Depending on how patients respond to cues and offers from Remedy Fairfax, different patients will receive different information, all delivered automatically by the Mailchimp server.

Element 7 has created a range of 36 automated email topics ranging from how cannabis is cultivated through to the latest scientific studies on the endocannabinoid system. New patients will receive weekly news from Remedy Fairfax that is topical, shareable, educational, fun and, informative.

Industry Websites and Platforms

Element 7 has developed partnerships with a range of industry bodies and groups including Weedmaps, CannaGather, The Marijuana Show and WomenGrow, so that our informative and educational cannabis materials can be delivered to the audiences of these platforms and industry bodies. This allows us to maximize our media efficiency, and drive messaging awareness to a much broader cannabis patient than those that shop at our outlets.

Beyond these industry platforms and websites, Element 7 is developing a relationship with two contributors that frequently write for Forbes Magazine, Entrepreneur, BuzzFeed, and Huffington Post. Logan Kugler and Steve Costello are regular contributors to these publications and Element 7 will soon be sharing its business insights, leadership practices, trends and habits, with the readers of these

publications which will enable our brand to reach into the lives and homes of millions of cannabis consumers in the US and globally.

Content Partnerships

Element 7's Head of Marketing was a former Marketing VP at PepsiCo and has a deep understanding of content partnerships from his time building, launching and managing brands at PepsiCo International.

Element 7 has a range of content partnerships it is developing in both the cannabis industry and in the mainstream media and entertainment industries.

Most recently, Element 7 partnered with DCO Entertainment and Pilgrim Studios to produce a set of five short-form educational videos for digital distribution. Shot in Los Angeles and featuring some of Element 7's Executives and Advisory Board members, the set of five x 90-second videos focus on the Element 7 Story, Clean Cannabis, Community Awareness, our Commitment to Science, and Environmental Management. The videos are educational, informative, and entertaining and deliver our core messages in a fun format.

PR Outreach

Element 7 has procured the services of a freelance PR Manager to develop a risk-management response package, and to proactively seek opportunities in the market to actively respond to and be a voice for the industry.

'How To' Video Series

A range of 'How-To' video series will be produced focusing on educating patients on specific topics of interest in the industry - these will include how to correctly store cannabis, how to manage dosing, how to roll the perfect joint, and how to use different cannabis strains for treating a range of medical and holistic wellness conditions.

AT THE FACILITY EDUCATION

With 71% of existing adult-use cannabis consumers, and 69% of new adult-use cannabis consumers stating that their number one 'must have' is knowledgeable store employees, education is clearly one of the most important parts of our Patient Experience Map (Source: Deloitte, 2018).

Patients have high expectations of retailers and their needs are constantly evolving. If Element 7 wants to succeed, exceeding the demands of these patients is critical. Having staff with a strong product knowledge is a must in today's retail landscape - it's the difference between a positive and engaging shopping experience, and an experience that is at best, mediocre. Patients want to feel welcomed, non-judged, and accepted for who they are, and Element 7 will focus resources on ensuring we hire, train and retain the best talent in the market to deliver an exceptional holistic cannabis experience.

Patients will be educated at several critical touchpoints:

1. New patients will be invited to join the Remedy Fairfax Mailing List (MailChimp) that will disseminate useful and practical cannabis information each month.
2. New patients will be required to register on an interactive website before their first purchase. A series of 'factoids' educating them on responsible cannabis consumption will be served as they are completing registration.
3. All Remedy Fairfax branded and produced products will contain an important information fact - packaging will be developed creatively so that series of products will contain different educational facts, so that if one patient repeatedly purchases the same product frequently, the educational information they receive on pack is rotated.

Consumer and Patient Reviews

Element 7 will provide patients with a number of channels to leave their reviews and comments – we encourage this as it is a key marketing channel for us to promote our brand and product:

1. **Industry Sites:** Weedmaps and Leafly provide structured formats for consumers to leave reviews on dispensaries, brands, strains and products.
2. **Instagram:** Element 7 will maintain an Instagram Page that complies with Facebook's policies and publishing standards.
3. **Remedy Fairfax Website:** The Remedy Fairfax website will be built with functionality for consumers to leave comments.

Educating Patients for Dealing with Impairment

Cannabis affects each person differently – whilst one strain might make one person 'high', it might have little to no effect on the next person. Genetics, biological sex, biochemistry, overall health and tolerance all play a role in how cannabinoids affect your mind-state and behavior. The method of ingestion can also have a dramatic effect on the results in each person.

Someone who has never tried cannabis before will react a whole lot differently to the same strain and same dose. Their body simply is not used to the sudden influx of plant cannabinoids. These consumers often have cannabis-induced anxiety attacks.

Our Budtenders will educate patients on how to "Dealing with Impairment". When a patient realizes he/she is "too high" can be uncomfortable, scary and stressful. It will be the job of our trained staff to educate persons on steps to take in order to help them manage their impairment. Whilst there is zero cannabis consumption allowed in or within 100 feet of our premises, we feel that it is proactively important to educate patients and direct them towards remedies that work. At Element 7 we have a number of ways in dealing with impaired patients:

1. The first step in dealing with new cannabis consumers is to educate them and to limit their consumption, especially if they are a new cannabis user – we will make them aware of what they are consuming, ask them about their

tolerance levels and then recommend suitable low-THC products. Having education as a first-step process is important as it often will prevent excess consumption.

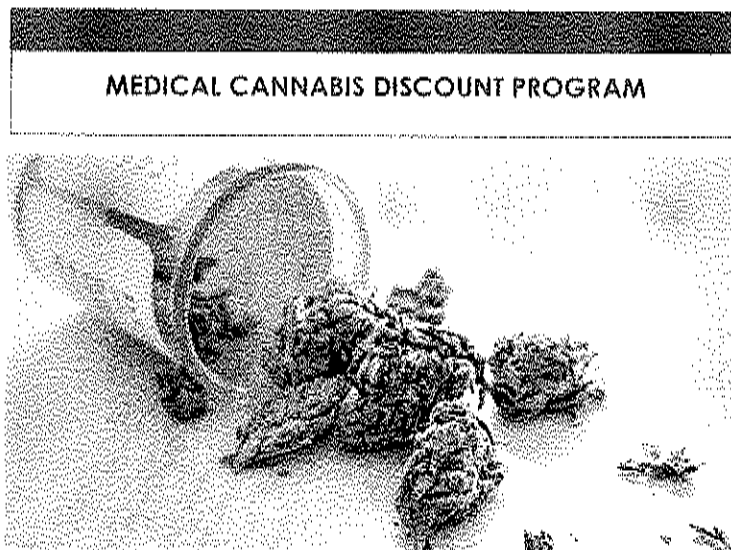
2. Our next step is to help patients understand by talking them through what is happening – we don't want patients to panic or become overly anxious. In many instances, talking the patient through what may occur both medically and physically is enough to reassure them that they will be OK and will be fine with time.
3. We will also suggest electrolyte-based water to help speed fluids into their bloodstream which will help to counteract the effects of cannabis.
4. Budtenders will also educate patients on the use of Black peppercorns which is one method that many cannabis users swear by.

Summary

Patient education is critical to the growth and development of the Element 7 cannabis business and brand. In an industry full of uncertainty, anxiety, and confusion, Element 7's commitment to education will be a strong differentiator and competitive advantage for us.

We are deeply committed to providing clarity, comfort, and appropriate options for our patients, ensuring that our Patient Experience Map delivers a consistent message and tone at every touch point.

As consumers ourselves, we are determined to ensure that we leverage every tool at our disposal to better educate our existing and new patients so that their cannabis experience is optimized, and their holistic wellness and health needs are continually exceeded.



As a holistic wellness company focused on inspiring a holistic lifestyle, Remedy Fairfax is intent on providing safe and affordable access to its patients, primary

caregivers who suffer from diseases, pain, PTSD or simply do not have the means to pay for medical cannabis or cannabis goods.

Seniors, retired veterans, and customers on government assistance need cannabis to treat a wide range of medical and wellness conditions. Element 7 will assist these persons to access cannabis at-cost by working with hospitals and health care centers in close local proximity to our operations.

These partners will be responsible for identifying customers and others that could benefit from cannabis and need financial assistance in securing discounted pricing.

Remedy's discount program will give-away and allow for heavily discounted medical cannabis and cannabis goods for sick or low-income medical patients.

To enroll in the discount program patients will either apply on-line or at the Remedy Fairfax facility. The process for enrollment will request the following information from applicants:

1. Medical ID Card and proof of low-income for the last two (2) years (via tax return); or
2. Medical ID Card and proof that patients are receiving state benefits such as welfare, HUD or food stamps.

Participants in the discount program can receive 5 grams of mixed shake or a 20% discount on medical cannabis purchased at Remedy Fairfax up to 28g total of THC and 50mg of CBD per month. The discount program is specifically for seniors, retired veterans, HIV and AIDS patients, children diagnosed with autism, epileptics, terminally ill patients and low-income patients.

Many studies have demonstrated the therapeutic effects of cannabinoids for nausea and vomiting in the advanced stages of illnesses such as cancer and AIDS. Dronabinol (tetrahydrocannabinol) has been available by prescription for more than a decade in the USA. Other therapeutic uses of cannabinoids are being demonstrated by controlled studies, including treatment of asthma and glaucoma, as an antidepressant, appetite stimulant, anticonvulsant and anti-spasmodic. Research in this area should continue. For example, more basic research on the central and peripheral mechanisms of the effects of cannabinoids on gastrointestinal function may improve the ability to alleviate nausea and emesis.

As more research is conducted on the basic neuropharmacology of THC and other cannabinoids, better therapeutic agents can be found. We look to stay at the forefront of these medical uses and support the use of cannabis for health-related purposes and issues, and back that up with our Medical Discount Program.

Addressing Product Affordability Makes Communities Safer

Research from the newly legal market in Canada demonstrates the challenges that lie ahead of us, as an industry, in eradicating the illegal non-compliant cannabis market. In Canada, 63% of consumers intend to shift their purchases to legal channels over the next 12-months. Less frequent and new consumers are far more likely to purchase cannabis through licensed channels than consumers that are

long-time users, which is logical as these customers have been purchasing non-compliant cannabis for many years.

According to research from New Frontier Data, roughly 80% of the cannabis sold in California emanates from the illegal non-compliant market. The research company puts the illegal pot market at an estimated 3.7 billion, more than four times the size of the legal market in the state. Researchers from Eaze, a cannabis-delivery firm state that, "one in five Californians has purchased cannabis from illegal sources in the last three months and 84% of those people say they're highly likely to buy from the same unlicensed source again."

Eradicating the non-compliant market is critical - the non-compliant market attracts crime, money laundering, violent crimes and a range of other undesirable social issues. The black market persists for a number of reasons, two main ones being high taxation and the limited number of legal dispensaries. Despite these hurdles, Element 7 feels that the demand for cannabis is strong, regulations will evolve to meet the public's desire for a healthy and legal cannabis market, and we want to make communities safer by opening more dispensaries and eradicating the non-compliant market.

Cannabis is democratic and everyone should have the right to experience the benefits of this incredible plant. That's why we are introducing a unique concept to our business – something that has never been done before and will go head-to-head with the non-compliant market whilst responsibly serving cannabis to many first-time or occasional users. We will be offering a \$20.00 shelf which will allow local residents and patients the opportunity to get a mild buzz with the full Remedy Fairfax experience and safety that they are purchasing a legal, licensed, and tested cannabis product.

PREFERRED VENDOR PROGRAM – NATURAL PRODUCT OFFERINGS

At Remedy Fairfax we only source products that have been supplied by a State-Licensed Distributor and tested by a State-Licensed Testing Lab. All products must come with a full track-and-trace history which will be uplinked to our Data Management System for inventory management and patient tracking.

The preferred suppliers we have selected all have a rich history of producing high-quality products that are amongst the best in the industry. Remedy Fairfax will be implementing a Quality Assurance program that randomly tests products in our inventory and includes quarterly site inspections with our suppliers, inspecting their farms and manufacturing facilities to ensure they comply with our natural product offering standards.

Where possible, we prefer to source all-natural, organic and sun-grown cannabis products, grown in bio-organic live soils.

Remedy Fairfax will have a Preferred Vendor Program in place that scores existing and potential vendors on a 100-point scale for their compliance, sustainability, product quality, vendor reliability and brand innovation scores. This Preferred Vendor Program will have a mandatory pass-score of 80 points to be considered for sales within the store.

ENSURING PRODUCTS ARE PESTICIDE FREE

At Element 7, product safety is everything - the processes, systems and training we implement are critical to ensuring that product safety goes hand in hand with our customer management and product development strategy.

Product Management and Compliance

Product quality, consumer and employee safety are of critical importance to Element 7 and are the foundations on which we have built our business.

The steps that will be taken to ensure the cannabis products are safe, pure, free from contaminants and consistent in terms of our quality standards are as follows:

1. Cannabis Products will only be purchased from a State Licensed Distributor. Once a potential State-Licensed Distributor is identified, we will obtain licenses from the Distributor and confirm the validity of those licenses with the State of California cannabis licensing databases.
2. Once confirmed, a list of products will be reviewed to determine what products best meet our client's holistic wellness needs.
3. Upon selecting the desired products, we will obtain from distributors the names of the cultivators and manufacturers responsible for production of selected products and confirm proper and valid licensing for these operators as well.
4. All Products must be certified as being valid by a Licensed State Approved Testing Company (this process will be managed by the Distributor and checked for compliance at two points - by the Head of Compliance and the Head of Inventory).
5. All products must be packaged and labelled according to State Regulations regarding the packaging, quality and product safety of such products (this process will be managed by the Distributor and checked for compliance by Element 7).
6. Must be sold by the 'Use By' date on the product packaging.
7. Must be stored in either an ambient, cold or walk-in safe room with humidity, light and temperature controls at the facility.

8. Triggers will be keyed into the Inventory Management Software to ensure that alerts are continuously sent to the General Manager and Head of Inventory within each retail outlet so that the business is constantly aware of the Use by and Best By dates for all products in its handling.
9. Testing Certificates will be centrally stored online for both business and customer access. QR Codes will be attached to every receipt issued by Element 7 that will enable any patient or customer to scan the QR Code and see the individual test results for every product they purchased on one convenient and easy to use platform.

ELEMENT 7 SUSTAINABILITY AND ENVIRONMENTAL PLAN

Element 7 considers itself to be both a socially and environmentally conscious business, seeking opportunities to drive change, shape messaging, and move cannabis sustainability forward, and we are committed to considering and identifying all avenues and initiatives in order to be as 'Green' as possible. This involves utilizing industry best practices in lighting technologies, HVAC systems, energy saving measures, and waste management practices.

At the forefront of the industry, Element 7 implements environmentally sound practices at facilities that greatly contribute to the overall benefit of the public welfare. In addition, Element 7 embraces the use of renewable energy for heightened efficiency of production and zero carbon upgrades in the following ways:

- High efficiency lighting and HVAC systems
- Solar paneling
- Electric or natural gas fleet vehicles
- Composting and/or full recycling
- Carbon-neutral materials and ingredients
- Sustainable product packaging

With our main focus on sustainability, we have brought Dr. YuFu Cheng, China Country Director for R20: Regions of Climate Action, onto our team. Dr. Cheng is one of the world's leading experts on Climate Change and works closely with former Governor Arnold Schwarzenegger who founded the initiative with the support of the United Nations. Dr. Cheng has a PHD in Ecology (Climate Change) from UC Davis. Dr. Cheng oversees Element 7's Advisory Board Sub-Committee for Environmental Management.

Element 7 will implement a range of energy-saving measures at the Facility designed to reduce / reuse and recycle, including:

- **Energy efficient lighting on the interior and exterior of the building.** Use of sophisticated LED lights reduces the cost of production and maximizes output while also being environmentally friendly.
- **Water-saving devices for all tap faucets and facilities.**
- **Use of recycled building materials (where possible) to reduce the carbon footprint of the Facility.** Element 7 promotes social responsibility through the implementation of waste-reducing practices at cannabis facilities, including water filtration and purification, advanced irrigation methods, automated water systems, and air-quality controls.
- **Full recycling of any secondary packaging materials.** In addition to waste-management recycling practices, Element 7 provides discounts to customers

who return with their original packaging for future purchases, thereby cutting down on excessive packaging volume.

The business will have no adverse environmental impacts on Fairfax and no adverse effects on the surrounding area. The business category operates under heavily regulated practices regarding waste in the State of California. The Facility will have minimal or no impact whatsoever on sewage, drainage, solid waste disposal, energy, roads or public transportation.

We will also do periodic environmental audits of our ongoing activities in order to assess resource consumption and reduction opportunities. This will be done using our EnergyStar online profile and will be in conjunction with any and all business partners with our brand.

Climate Action Plan

At Element 7, we are committed to staying at the forefront of green building and sustainability in the cannabis industry. We plan on furthering the goals of the Town of Fairfax and various climate action plan initiatives of Fairfax through the following steps:

- All building materials, including but not limited to energy efficient lighting, water efficient hardware for sinks and toilets, and green building materials used for any buildout or construction, shall be chosen with efficiency and renewability in mind. At Element 7, we contract with local builders who know that we are looking for ways to reduce our carbon footprint.
- LEED core concepts are considered during every one of our developments. Examples include lighting that is properly spaced and positioned; low flow toilets and faucets, sustainably grown and harvested building materials, and energy efficient appliances are chosen in the LEED integrative process design phase.
- Recyclable materials will be utilized for all products used within our facilities whenever possible. We aim to be as close to a Zero-Waste certified facility as possible and will reevaluate our processes on an ongoing basis in order to meet these goals.
- Landscaping will be based on native and local drought resistant species to ensure an attractive look and to minimize the environmental impact of our operations.
- Vehicles purchased or leased by Element 7 have been carefully considered with regards to fuel economy and environmental impact.
- We welcome and encourage any input from local green initiatives and utility services on how to better our knowledge on this as well. Element 7 commits to opting into Clean Energy programs in order further decrease our footprint by using up to 100% renewable energy in accordance with the Town of Fairfax initiative of using clean sources of energy citywide.

At Element 7, we involve the US Leadership in Energy and Environment Design (LEED) developed triple bottom line approach, the guiding philosophy of which is that the social (people), environmental (planet), and economic (profit) dimensions of the organization are to be considered with respect to one another.

In line with LEED principles, Element 7 strives to create healthier, more productive business establishments, and reduce stress on the environment by devoting focused attention on constructing more energy- and resource-efficient sites. Element 7's economic plan weaves together the financial bottom line with socially conscious and ethical concerns, creating a business model that articulates a conscientious approach to community and environmental issues and needs.

Our commitment to **Conscious Cannabis** via the triple bottom line approach is a major tenet of our organization, and by taking into consideration the life-cycle of all decisions and products, Element 7 promotes both the health and sustainability of the environment, making a major impact on the communities we serve.

Waste Management

Element 7 will be implementing the use of ENERGY STAR Portfolio Manager, which is an online tool for tracking waste, energy, and water data over time. We will be using this platform to benchmark the performance of the building from a waste management perspective with a long-term goal to consistently improve the performance of our waste reduction program.

The entire Element 7 Team will set Key Performance Indicators to hit which will trigger one-off performance bonuses, with an aim to reduce, reuse, and recycle waste from the business premises.

The General Manager will be responsible for the following:

1. Setting short and long-term waste reduction goals that are then aligned with the entire Element 7 Team.
2. Gathering and analyzing information related to the design and implementation of our planned waste reduction activities.
3. Communicating the importance of reducing waste within the organization, guiding and sustaining the program, and encouraging and rewarding employee commitment and participation in the effort.
4. Educating employees on ways to participate and building incentives to reduce wastes.
5. Engaging employees to seek suggestions and create recognition and awards programs.
6. Monitoring progress.
7. Reporting the status of planned activities to Element 7 Inc., and all employees.

As part of Element 7's Environmental Initiatives, we aim to:

- Ensure any food-based products sold are sourced from natural and organic products. According to Nielsen Homescan household projected data, U.S. organic food sales have seen exceptional growth in 2018 — surpassing \$21 billion — and Element 7 strives to be a part of that trend, providing healthy, contaminant-free products to our clientele.
- Manage waste and conserve resources which we can achieve by training our staff correctly. This will have a direct impact on minimizing waste. Staff will have thorough and consistent training in order to execute this precisely. The same staff will be responsible for taking inventory, whether it's on a weekly, bi-weekly or monthly basis. We will have efficient back-office software for managing things such as inventory, invoicing and reporting.
- Understand that small changes make the biggest differences, such as minimizing plastic bottles by sourcing companies that package water in recyclable containers. As "nine-tenths of all solid waste in the United States does not get recycled," Element 7 is committed to be a good corporate citizen while preserving the environment.
- Purchasing equipment that is the greenest, cleanest and energy-smart machines available on the market. In addition, Element 7 will comply with stipulations outlined in the Cannabis Environmental Best Management Practices Guide by inspecting all equipment that uses oil, hydraulic fluid, or petroleum products for leaks prior to use and monitoring all equipment for any potential leakage.
- Shutting down the computer and POS systems and any other power drawing equipment not needed when business is closed at night.
- All cleaning materials to be biodegradable, eco-safe products, which pose no threat to the environment and break down through natural composition, and which are in accordance with standards set by the U.S. Environmental Protection Agency and the Energy Star Program.
- Our toilet paper, c-folds, and restroom paper towels will be made of chlorine-free unbleached, recycled paper.
- Toilets will be water saving.
- Recycle bins to be provided on premises, training staff about which products are to be recycled where, we will be strict about kitchen and bar staff recycling glass and plastic receptacles.
- Cut down on linens–napkins that require many chemical cleaners, bleaches and starches.

Minimal to Zero Emission Policy

Remedy Fairfax is committed to preserving natural resources and the environment. At Remedy Fairfax we will be operating a Storefront Retail Dispensary that will be conducting deliveries. This means that our operations will have minimal emissions compared to other commercial cannabis activities, such as cultivation and manufacturing. However, Element 7 will take measures to reduce and minimize any emissions that may be generated by our operations. Measures we are taking include:

1. **Solar Panels:** Solar panels will be installed on the facility roof in order to provide power to the facility and its charging stations.
2. **Charging Stations:** There will be two charging stations for electric vehicles that may be used by customers that have hybrid or electric v vehicles.
3. **Plant/Algae Walls:** Element 7 will install a plant or algae wall around the perimeter of the facility. Plant or algae walls reduce carbon dioxide in the air, positively contributing to the prevention of climate change.

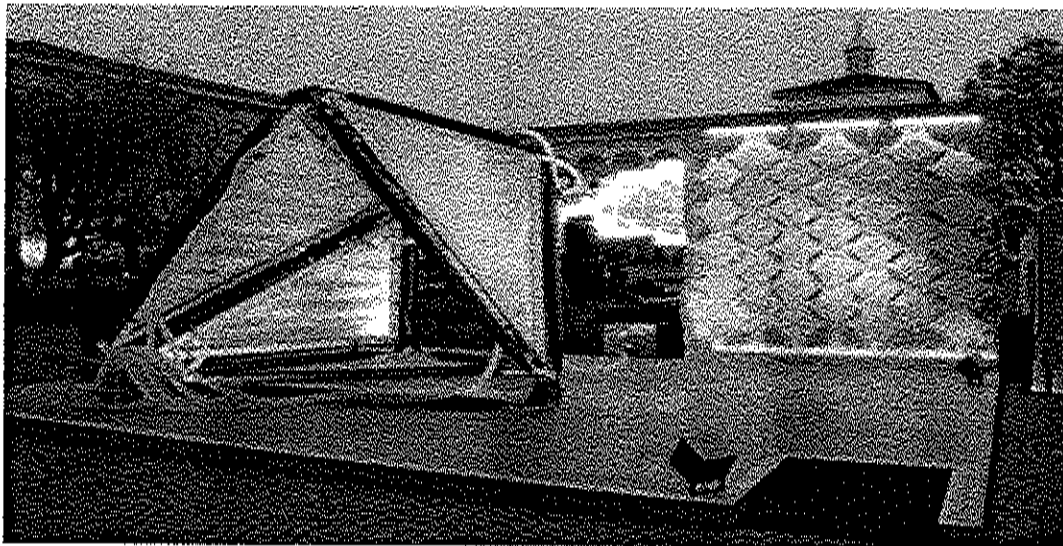


FIGURE: ALGAE WALL, CESARE GRIFFA

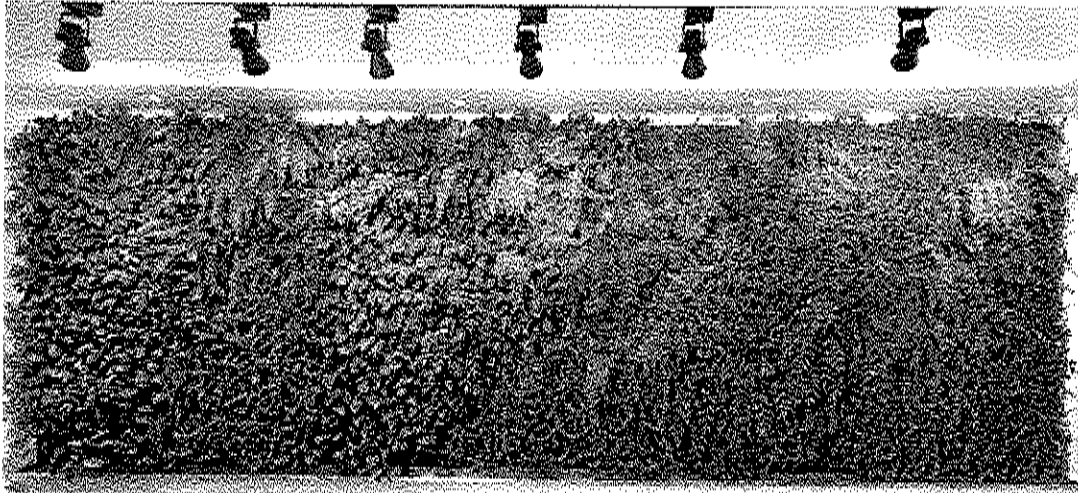


FIGURE: PLANT WALL

Element 7 is determined to be the most compliant, controlled, trusted, and tested operator in the market, and our waste management processes play an important role in this.

Conservation and the reduction of our carbon footprint within the communities we operate in is a primary objective of Element 7. This will be implemented throughout the entire organization and at every facility we operate.

Remedy Fairfax will continuously look for new and innovative ways to 'Reduce, Reuse, and Recycle' on an organization-wide scale, we are more than willing to become a partner of **Sustainable Fairfax** by offering either monetary contributions, or lending a hand whenever needed. Environmental sustainability is of the highest priority in order to promote a sustainable community and ensure the impact of our business is positive and influential in achieving future environmental goals.

**PARTICIPATION AND SUPPORT FOR LOCAL ADULTS AND
YOUTH-SERVING PREVENTION, EDUCATION AND
ADDICTION PROGRAMS**

Giving back to the local community isn't something we at Element 7 want to be forced to do to gain a business license - rather, giving back is part of our *business with purpose* core belief and mission. We feel proud that we have the opportunity to use our business to create positive change in the local community, leveraging both our people and bottom-line to do good in a range of areas from supporting non-profits through to helping disadvantaged patients and local businesses.

Public Outreach

With a commitment of **6% of net revenue** received annually to our Element 7 Cares programs and 40-hours per full-time employee to the local community, Element 7 will be a force for good.

Public Safety- Education and Prevention Programs

Young people are exposed to alcohol and drugs at an early age – Remedy Fairfax will be an active participant in ensuring that local youth receive the appropriate level of information on the dangers of substance abuse at an early age so that they are better informed and more capable of decision making as they develop and mature.

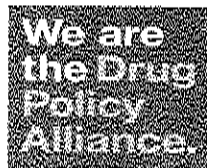
To create and implement this program we will be approaching local education, youth and law enforcement groups with a view to either providing monetary resources or educational materials to such groups. We look forward to the possibility of forming a sustainable partnership with the **Muir Wood Adolescent and Family Services Outpatient Program** which assists children, juveniles and families with drug and alcohol recovery, mental health, parenting classes, job and living skills. We believe that this program will have positive flow-on effects for social issues affecting the Town.

We know that beyond education, it is critically important to provide meaningful facilities and opportunities to youth that inspire, educate and entertain them. Element 7 also has one of America's leading advocates for criminal justice reform, harm reduction and marijuana law reform, on our team. Lynne Lyman is the California State Director for the **Drug Policy Alliance**, the nation's leading organization promoting alternatives to the war on drugs.

Prior to the DPA, Lyman worked at the Advancement Project, a civil rights organization, where she focused on issues of violence reduction, criminal justice reform and community policing. She spent six years working in Boston

in criminal justice positions within state and city government, and as consultant to community and faith-based organizations seeking to address social problems relating to street violence, racial justice and juvenile justice system reform.

As such, we will also create a local internship and mentors' program that supports youths annually who have had issues with drug addiction, cannabis crimes, mentoring them in small business management, compliance and leadership.



Future Involvement with Community Programs

Aligning with the vibrancy of the local community, we will look to be involved in existing programs that groups within the Town are already running to engage the local community. The E7 Cares program will cover commitments to working with one group from each of the following four non-profit sectors:

- Health
- Education
- Substance Abuse (both youth and adult)

Organization Focus	Name of Company and Contact
Health	Marin Community Clinics Mitesh Popat, MD, MPH
Education	The Safe House Education Fund Donna LaPerle
Drug Rehabilitation	Muir Wood Adolescent & Family Services Krista MacKinnon

E7 Cares: Cannabis as a Force for Positive Change

The foundation of our community and local efforts is our E7 CARES program which seeks to do four critical things in each community we operate.

Our Mission is to:

1. Integrate as seamlessly and authentically as possible into the local community;
2. Change opinions through education, consistency, and reliability;
3. Get involved with local small businesses, non-profits and other community groups and programs; and
4. Be active in improving the overall local community economically and socially.

To bring meaning to our intent to create these facilities, the E7 CARES program for the purposes of actively building and creating facilities that contribute towards local community development and capital improvements such as Caring for Our Corridor in Fairfax.

Accountability

Our E7 Cares program will be headed by a Committee of 4 persons – two directors from Element 7 and two from the local community. The local community representatives will be nominated by the community and are essential to the governance and accountability of the program and achieving its mission.

Volunteer Services

Element 7 will ensure that it gives back to the community by requiring all full-time staff to commit at least 10 hours quarterly to a local cause or charity.

Annually, each staff member will contribute over 40-hours or more of community service beyond the monetary commitments we deliver. These hours will either be used for hands-on volunteering or providing pro-bono support services in the specialist area of the volunteer - business management, design and creative, logistics, processes and systems.

The four-person E7 Cares Committee will ensure that the business is held accountable to ensuring that staff commit this time and the General Manager at the Facility will be responsible for tracking all such commitments on a quarterly basis.

Community Engagement Events

Element 7 propose developing a Community Educational Outreach Program that will be held 4 times a year in conjunction with the local municipality cannabis community. At Element 7 we believe that education and community outreach can change the way cannabis is viewed and help people understand its benefits. To have a successful cannabis program, we believe that there needs to be an active relationship between the community, cannabis research, and local health and medical practitioners.

Open Door Policy

Element 7 has an open-door policy. We encourage neighbors who feel negatively affected by our operations to reach out directly to our General Manager at any time and discuss their concerns. We will set up a special telephone number and email where they can contact us and know they will receive a timely response to address their concerns.



July 1, 2019

RE: ELEMENT 7

Dear Robert,

On behalf of the National Diversity and Inclusion Alliance-NDICA, I would like to express our sincerest gratitude and appreciation to Element 7 for sponsoring and partnering on our Fresno Expungement and Resource fair last Saturday. NDICA's work has been in the communities most negatively affected by the War on Drugs which is predominately people of color. These are the most neglected population from marginalized communities.

The support Element 7 provided for our Fresno event was instrumental in expunging 200 convictions under Prop. 64 and Prop. 47. These types of numbers are phenomenal for Fresno being that they have only expunged 89 convictions since the passing of Prop. 64 over 2 years ago. The event has positively changed many lives and taken down numerous barriers associated with a felony conviction.

Element 7 has proven to be a great asset to our social equity and social justice movement.

Thanks again for your support and we look forward to working with Element7 on many other socially impacting events.

Best Regards

Bonita Money
818-946-9702

Exec. Director of NDICA

WWW.THENDICA.ORG



October 10, 2020

To whom it may concern,

Latinos for Cannabis is a community-based organization that is committed to raising awareness on the social, economic, and medicinal benefits that Cannabis has to offer our community. Our team and leadership are committed to bridging the gaps in our communities most impacted and marginalized by the war on drugs.

It has been well established that the prohibition of cannabis in 1937 was part of an effort to push Mexicans back to Mexico. It is also equally established that President Richard Nixon weaponized cannabis against the African American community in the 1970s. Element 7 understands that the cannabis industry has an obligation to provide some restorative justice to these two communities.

Element 7 is a socially responsible corporation and a well-respected name in the cannabis industry. They understand that being a good corporate neighbor goes beyond meeting legal compliance with government regulations but also includes active engagement in the community and respect for its labor force. Collectively, we have brought together different community organizations, small businesses, employees and others to dialogue and collaborate in effort to help transform the industry into a more diverse, equitable and socially responsible space, including hosting expungement clinics free of charge for our community members, as well as other events focusing on community reinvestment and edification.

There is a lot of work to be done and we can't do it alone! With Element7, our team is able to further our goals in making sure Latinos in the Los Angeles region have a voice and will actively participate in this growing industry for equitable ways, as employees, entrepreneurs, medical patients and community members.

Element 7 is one of a few companies that we have no hesitation in supporting. You will be proud to have them as an active business in your jurisdiction. Please accept this letter as an endorsement of Element 7's cannabis application.

Best Regards,

Fanny Guzman

Executive Director- Latinos for Cannabis

ATTACHMENT 'A' – LABOR PEACE AGREEMENT



United Food and Commercial Worker's International Union

Letter of Support

To Whom It May Concern:

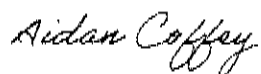
Element 7 is a well-respected name in the cannabis industry in California and is a strong partner of organized labor. In multiple jurisdictions, Element 7 demonstrated a commitment to operating under the highest principles regarding labor standards, community engagement and legal compliance.

Element 7 signed a labor peace agreement with the United Food and Commercial Workers for its active operations in California. Element 7 has respected both the letter and spirit of the labor peace agreement in California.

Considering Element 7's superb track record on the west coast, the UFCW has every reason to believe they will make excellent community partners for the state and citizens of new cities they are applying in.

Please accept this letter as an endorsement of Element 7's application for an adult-use dispensary from the United Food and Commercial Workers Cannabis Workers Rising Campaign.

Sincerely,



Aidan Coffey

Campaign Coordinator - Cannabis Workers Rising Campaign

UFCW International

1775 K St NW, Washington, DC 20006

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Labor Peace Agreement

Element 7 LLC ("the Company") and the United Food and Commercial Workers Union Local 5 ("the Union") hereby agree to the following terms:

1. Neutrality and Non-Disparagement. The Company agrees to take a neutral approach to unionization of workers, meaning that the Company, which also includes any managers, agents, and representatives, will neither help nor hinder the Union's organizing effort, including making any statement or taking any action that directly or indirectly indicates or implies any opposition to workers selecting the Union as their collective bargaining representative, or directly or indirectly supporting or assisting in any way any person or group who may oppose the Union. This includes the Company refraining from making negative comments or otherwise demean by word or action the Union, Union representatives, or unionization. The Union agrees to refrain from exercising its rights to picket, handbill, boycott, work stoppage nor engage in any other economic interference against the Company's facilities or operations; however, if the Company recognizes another union as the bargaining representative of any workers, the union's obligation will automatically cease to apply to those workers' facilities or operations.
2. Bargaining Unit: The Union will notify the company of the facilities and/or operations for which the union seeks to invoke this agreement's unionization process and, in this notice, the Union will designate the bargaining unit. The Union is not limited in the number of times it can provide such notice and invoke this agreement's unionization process for any of the Company's employees.
3. Access. The Company grants the Union and its Union representatives access onto the Company's premises during working hours to speak with bargaining unit employees during non-working time, including meal periods and rest breaks. The Company will cooperate with the Union in making arrangements to permit these conversations to be held in areas where the employees will be able to speak to the Union representatives without monitoring by the Company.
4. Meeting. At the Union's request, the Company will conduct a meeting on a mutually agreeable date(s) and time(s) with all of the bargaining unit employees on Company time. At the meeting, the Company will tell the employees that it is neutral, does not object to their talking to and supporting the Union, and will negotiate a collective bargaining agreement (CBA) with the Union if a majority of the bargaining unit employees designate the Union as their collective bargaining representative. Union representatives will attend the meeting and, after the Company has introduced them and left the meeting, the Union representatives will talk with the employees about the Union.
5. Contact information. At the Union's request, the Company shall furnish to the Union the names, job classifications, home addresses, cell phone numbers, home phone numbers and email addresses, if known, of the bargaining unit employees (collectively, "contact information"). The Company further agrees thereafter to provide updated worker contact information, as reasonably requested by the Union.
6. Recognition. When a majority of bargaining unit employees designate the Union as their collective bargaining representative, the Company will recognize the Union as the exclusive representative of the bargaining unit, provided that the Union may assign jurisdiction and representation rights to any of its affiliates. At either party's request, a neutral third party may confirm majority

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authorization. The Company and the Union will comply with all requirements necessary to obtain certification of the Union as the exclusive bargaining representative of these employees.

7. Elections. The Company waives the right under the National Labor Relations Act to file any petition with the National Labor Relations Board for any election in any bargaining unit subject to this agreement by itself or as part of a larger unit, and agrees to refrain from directly or indirectly supporting any such petition. If any election petition is filed, the Company agrees that, at the Union's request, the Company will enter into a full consent election agreement under Section 102.62(c) of the NLRB's Rules and Regulations under the terms the union determines. The Company waives the right to file any unfair labor practice charge related to or based on this agreement, the Union's demand for recognition under this agreement, the Union's election, or any other matter related thereto, and further agrees to refrain from directly or indirectly assisting with or supporting any such unfair labor practice charge.

8. Bargaining. Within 20 days from the date of recognition, the parties will begin good faith bargaining for a CBA covering the bargaining unit. If the Union and Company are unable to agree to a collective bargaining agreement within 90 days of commencement of negotiations, the parties agree that either the Company or the Union may require that all open provisions and issues be submitted to final and binding interest arbitration per the subsection titled herein "Arbitration." The arbitrator shall be guided by the: (1) Company's size, type of business, and financial ability; and (2) the employees' ability to sustain themselves, their families and dependents on the wages, hours, and benefits they earn from the Company, and the living wage for their family size and region, as indicated in the MIT Living Wage Calculator (<http://livingwage.mit.edu/>).

9. Arbitration. The parties agree that final and binding arbitration will be the exclusive remedy for any alleged violations of this Agreement and any dispute or claim arising from or relating to the interpretation or application of any provision of this Agreement. Unless they promptly agree on an arbitrator, the parties will proceed to expedited arbitration using the American Arbitration Association's rules and procedures. The arbitrator is authorized to compel the attendance of witnesses and the production of documents at the arbitration hearing, and to award appropriate monetary, injunctive and declaratory relief. The parties agree not to challenge the arbitrator's decision in court and consent to the entry of the arbitrator's award as the order of judgment of a United States District Court, without notice. Company waives the right to challenge any aspect of this agreement before the NLRB, any other state or federal government agency, or any court.

10. Successorship, affiliated companies and subcontractors. This agreement will be binding on the parties' successors and assigns, including all purchasers of the Company's assets or business, and in the event of a merger. This agreement is also binding on any and all corporations, partnerships, organizations and sole proprietorships affiliated with or related to the Company's business activities. If the Company intends to subcontract any work performed by bargaining unit employees, the Company agrees to require the subcontractor, in writing, to comply with this agreement.

11. Severability. If any provision of this Agreement is held illegal, void or invalid under any applicable law, the parties will meet and confer to amend the provision to make it legal, valid and binding, and the remaining provisions of this Agreement will remain binding and enforceable according to their terms and the parties' intent.

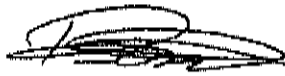
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12. Term of Agreement. The term of this agreement is 3 years from the date of this agreement. The term will renew for additional 1-year terms unless and until either party gives the other written notice no sooner than 60 days and no later than 30 days prior to the expiration.

13. Confidentiality. The Company and Union agree that all terms and conditions of this agreement are confidential and proprietary between the parties and shall not be disclosed to anyone else, except as may be necessary to effectuate this agreement, as required by law or court order, or as mutually agreed upon in writing prior to disclosure.

14. Application. This agreement applies to the Company's operations within the territory of the State of California only.

Robert M. DiVito Jr.
For the Company (print name)



Signature

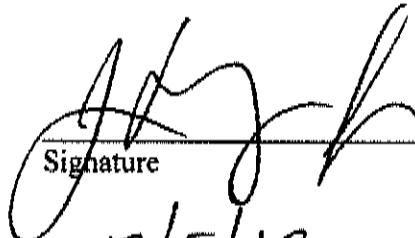
December 3, 2019
Date

Element 7 LLC
Company/Company name

8033 Sunset Blvd., #987, Los Angeles, CA
Address

(312) 823 7638
Phone

James Araby, UFCWS
For the Union (print name)



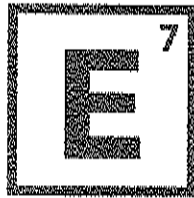
Signature

12/5/19
Date

(510) 599-0488
Phone

ATTACHMENT 'B' – JOB DESCRIPTIONS





ELEMENT 7

ASSISTANT MANAGER

Position Title	Assistant Manager
Location	Fairfax – Marin County Area
Schedule	Flex schedule, long hours, weekend work and holiday availability.
Our Story	<p>Element 7 innovates cannabis science, culture and products through collaborations with cross-sector organizations, grassroots crowd-sourcing, big data analysis, and through the development of best practices and protocols. We are committed to elevating and re-defining customer experience, identifying consumers and creating consistently high-quality, reliable, safe and creative cannabis products. Our business relies heavily on providing accurate information to our customers, enabling them to make better, informed decisions about the cannabis products, and experiences, they choose.</p>
The 7 Elements	<p>Element 7 adheres to seven core values and beliefs, each of which is carefully integrated into every decision we make, product we produce, and experience we create.</p> <p>Excellence in Everything We Do: We live by the standards we set. Excellence is a choice, and its one we make every single day.</p> <p>Trust is Earned, Not Given: Though there are countless opportunities to lose trust and destroy opportunities, you only get one chance to build trust. That opportunity must be seized.</p> <p>We Only Have One Planet: Cannabis is a plant, not a commodity. Respect the plant, the soil it came from, and the larger world of which it is a part.</p> <p>Make Compliance an Advantage: Survival in our industry depends entirely on compliance. Only the compliant and the controlled will survive.</p> <p>Think Global, Be Local: Learn from adjacent industries, businesses, and practices, but always find a way to make these learnings matter locally.</p> <p>Education is Our Foundation: Education is a force that will change our industry and our communities like nothing else.</p>

Consistency is Everything: Our consumers will come to expect a certain feeling from us, and this feeling must be maintained at all times.

These guiding values and beliefs are the bedrock on which Element 7's mission, vision, and brand direction stand.

The Role

We are looking for an Assistant Manager who can be responsible for supporting the General Manager in the daily operations of the dispensary. This position requires a passion for people, proficiency in procedural systems and implementing best practices, a drive for results through collaboration, a deep respect for peers, subordinates and customers and the ability to lead and influence.

The Assistant Manager is responsible for supporting the General Manager in his or her daily tasks, including reviewing and analyzing reports, making sure all aspects of operations comply with state laws and industry best practices, as well as adhere to internal Company policies and procedures. The Assistant Manager must also have experience in operating the POS and reporting to BioTrack.

Essential Functions

This position operates in a professional retail store environment and routinely uses standard office equipment such as computers, phones, and photocopiers. This role may require some heavy lifting and/or moving of items over 50 pounds.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

People

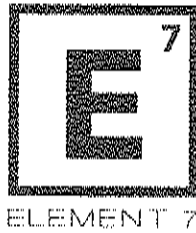
- Provide Support to the General Manager where it concerns team building, collaborations and implementation of Company codes of conduct
- Support a diverse, collaborative and innovative Work Environment by maintaining open communication across departments and team members
- Provide support across departmental functions, including assisting customers on the retail floor or at the personal nook for consultations when necessary
- Provide some on-boarding and other training
- Identify and utilize each employee's strengths
- Create an environment that inspires and encourages the growth and engagement of associates
- Promote a culture of teamwork by working alongside the Management team, establishing priorities, and providing clear direction.
- Make operational decisions when necessary and manage conflict/s

Process

- Identify underperforming metrics and assist the General

	<ul style="list-style-type: none"> - Manager in developing strategies that leverage company programs, tools, and resources to improve and grow the business. - Mastery of POS and BioTrack in order to analyze compliance audit data - Implement internal operating procedures to ensure compliance with State regulations - Protect company assets and minimize loss by ensuring all store standards and operating procedures are met, including workplace safety, inventory control, compliance and loss prevention, and reporting
Customer	<ul style="list-style-type: none"> - Provide support on the retail floor, when needed - Ensure that customer feedback, comments, and / or complaints are addressed in a respectful, professional manner - Ensure that all associates adhere to the goal of elevating customer experience
Finance	<ul style="list-style-type: none"> - Review and provide support in analyzing sales reports - Manage Cash flow and drops from the retail floor - Ensure that compliance reports are generated daily, at every shift change and dispensary opening and closing
Competencies	<ul style="list-style-type: none"> - Communication Proficiency - Ethical Conduct - Dependable Support - Analytical Ability
Qualifications	<ul style="list-style-type: none"> - 3+ years of managerial experience preferably in a retail-based industry with a customer-centric approach - Demonstrated ability to achieve Key Performance goals and Metrics - Resourceful and Innovative - Ability to make decisions and manage conflict - Time Management - Provide consistent and dependable support to all team members - Proficient in windows - based software such as Excel, Word and Outlook - Minimum 21 years of age

Element 7 is an Equal Opportunity Employer Individuals seeking employment at Element 7 are considered without regards to race, color, religion, national origin, age, sex, marital status, ancestry, physical or mental disability, veteran status, gender identity or expression, sexual orientation, or any other basis protected under federal, state or local laws.



GENERAL MANAGER

Position Title	General Manager
Location	Fairfax – Marin County Area
Schedule	Flex schedule, long hours, weekend work and holiday availability.
Our Story	<p>Element 7 innovates cannabis science, culture and products through collaborations with cross-sector organizations, grassroots crowd-sourcing, big data analysis, and through the development of best practices and protocols. We are committed to elevating and re-defining customer experience, identifying consumers and creating consistently high-quality, reliable, safe and creative cannabis products. Our business relies heavily on providing accurate information to our customers, enabling them to make better, informed decisions about the cannabis products, and experiences, they choose.</p>
The 7 Elements	<p>Element 7 adheres to seven core values and beliefs, each of which is carefully integrated into every decision we make, product we produce, and experience we create.</p> <p>Excellence in Everything We Do: We live by the standards we set. Excellence is a choice, and its one we make every single day.</p> <p>Trust is Earned, Not Given: Though there are countless opportunities to lose trust and destroy opportunities, you only get one chance to build trust. That opportunity must be seized.</p> <p>We Only Have One Planet: Cannabis is a plant, not a commodity. Respect the plant, the soil it came from, and the larger world of which it is a part.</p> <p>Make Compliance an Advantage: Survival in our industry depends entirely on compliance. Only the compliant and the controlled will survive.</p> <p>Think Global, Be Local: Learn from adjacent industries, businesses, and practices, but always find a way to make these learnings matter locally.</p> <p>Education is Our Foundation: Education is a force that will change our industry and our communities like nothing else.</p>

Consistency is Everything: Our consumers will come to expect a certain feeling from us, and this feeling must be maintained at all times.

These guiding values and beliefs are the bedrock on which Element 7's mission, vision, and brand direction stand.

The Role

We are looking for a General Manager who can be responsible for leading a high-performing team that consistently delivers top-line sales growth and will be accountable for all aspects of managing a single retail store (as well as all other projects/duties as assigned). This position requires a passion for people, proficiency in procedural systems and implementing best practices, a drive for results through collaboration, a deep respect for peers, subordinates and customers and the ability to lead and influence.

The General Manager is responsible for overseeing the financial success of the store and for responding to business needs and strategizing around business trends in order to drive profitable top line sales growth. The Store Manager must also have experience in assessing, recruiting and screening talent.

Essential Functions

This position operates in a professional retail store environment and routinely uses standard office equipment such as computers, phones, and photocopiers. This role requires frequent lifting and/or moving of items over 50 pounds.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

People

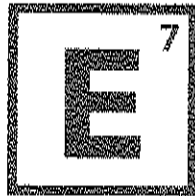
- Build a team that embodies our brand by delivering exceptional service and driving customer loyalty therefore increasing return visits
- Create and ensure a diverse, collaborative and innovative Work Environment
- Model an environment of open communication by sharing enterprise strategy and corporate messaging to associates
- Oversee Performance Reviews
- Ensure that all employees receive required state-mandated, on-boarding and other training
- Source talent and utilize each employee's strengths
- Create an environment that inspires and encourages the growth and engagement of associates
- Promote a culture of teamwork by working alongside the Management team, establishing priorities, and providing clear direction.

Process

- Identify underperforming metrics and develop strategies that Leverage company programs, tools, and resources to improve and grow the business.
- Mastery of POS and BioTrack in order to analyze compliance

- audit data
 - Implement internal operating procedures to ensure compliance with State regulations
 - Protect company assets and minimize loss by ensuring all store standards and operating procedures are met, including workplace safety, inventory control, compliance and loss prevention, and reporting
- Customer**
- Provide support on the retail floor, when needed
 - Ensure that customer feedback, comments, and / or complaints are addressed in a respectful, professional manner
 - Ensure that all associates adhere to the goal of elevating customer experience
- Finance**
- Meet or exceed goals related to total store sales, profitability, and operational excellence
 - Forecast and adjust payroll to maximize productivity, achieve sales & payroll goals, and complete workload
 - Review and interpret financial and operational reporting regularly, including store visit and audit results
- Competencies**
- Communication Proficiency
 - Ethical Conduct
 - Inspiring Leadership
 - Analytical Ability
- Qualifications**
- 5+ years of managerial experience preferably in a retail-based industry with a customer-centric approach
 - Demonstrated ability to achieve Key Performance goals and Metrics
 - Resourceful and Innovative
 - Ability to make decisions and manage conflict
 - Time Management
 - Source top talent, provide training and retain talent
 - Proficient in windows - based software such as Excel, Word and Outlook
 - Minimum 21 years of age

Element 7 is an Equal Opportunity Employer Individuals seeking employment at Element 7 are considered without regards to race, color, religion, national origin, age, sex, marital status, ancestry, physical or mental disability, veteran status, gender identity or expression, sexual orientation, or any other basis protected under federal, state or local laws.



ELEMENT 7

BUDTENDER

Position Title	Budtender
Location	Fairfax – Marin County Area
Schedule	Flex schedule, long hours, weekend work and holiday availability.
Our Story	<p>Element 7 innovates cannabis science, culture and products through collaborations with cross-sector organizations, grassroots crowd-sourcing, big data analysis, and through the development of best practices and protocols. We are committed to elevating and re-defining customer experience, identifying consumers and creating consistently high-quality, reliable, safe and creative cannabis products. Our business relies heavily on providing accurate information to our customers, enabling them to make better, informed decisions about the cannabis products, and experiences, they choose.</p>
The 7 Elements	<p>Element 7 adheres to seven core values and beliefs, each of which is carefully integrated into every decision we make, product we produce, and experience we create.</p> <p>Excellence in Everything We Do: We live by the standards we set. Excellence is a choice, and its one we make every single day.</p> <p>Trust is Earned, Not Given: Though there are countless opportunities to lose trust and destroy opportunities, you only get one chance to build trust. That opportunity must be seized.</p> <p>We Only Have One Planet: Cannabis is a plant, not a commodity. Respect the plant, the soil it came from, and the larger world of which it is a part.</p> <p>Make Compliance an Advantage: Survival in our industry depends entirely on compliance. Only the compliant and the controlled will survive.</p> <p>Think Global, Be Local: Learn from adjacent industries, businesses, and practices, but always find a way to make these learnings matter locally.</p> <p>Education is Our Foundation: Education is a force that will change our industry and our communities like nothing else.</p>

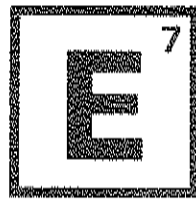
Consistency is Everything: Our consumers will come to expect a certain feeling from us, and this feeling must be maintained at all times.

These guiding values and beliefs are the bedrock on which Element 7's mission, vision, and brand direction stand.

The Role	<p>We are looking for a reliable, responsible, knowledgeable, and experienced Budtender. The Budtender would be responsible for attending to customer's needs and inquiries, should be knowledgeable on strains, administration, effects and products. Job duties include assisting customers on the retail floor, including conducting transactions, ensuring purchased products in exit packaging align with customer purchase orders, provide personal consultations and assist in the product focus area where customers may require additional assistance or educational resources</p> <p>The Budtender will report directly to the General Manager.</p>
Essential Functions	<p>This position operates in a professional retail store environment and routinely uses standard office equipment such as computers, phones, and photocopiers. Prolonged standing may be required.</p> <p>Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.</p>
People	<p>Strive to provide added value to the team through product training and team seminars on various educational materials and resources provided by the Company.</p>
Process	<ul style="list-style-type: none">- Ensure that customers are provided with sufficient educational material and guidance in their product selection process on the retail floor or through the consultation nook and product focus area- Utilize POS system to perform customer transactions, including returns, exchanges and denials of sale- Assist in opening, mid-day and closing procedures- Communicate customer feedback and requests to the General Manager and / or Security- Maintain strict customer and Company data and confidentiality- Facilitate in the management of customer flow on the retail floor- Familiar with Loyalty Program and Specials- Perform other tasks as required
Customer	<ul style="list-style-type: none">- Greet customers- Manage the intake cue- Verify Age and Identity- Assist Security in managing customer flow
Finance	<ul style="list-style-type: none">- Prepare opening, mid-day and closing transaction reports

- Comply with internal Company cash handling policies at all Times
 - Notify the General Manager when Cash Limits have been reached to signify the need for a Cash Drop
 - Ensure that all registers balance out at the end of each shift
- Competencies**
- Communication Proficiency
 - Ethical Conduct
 - Organizational Ability
 - Exceptional Customer Service
 - Demonstrable comprehensive knowledge of cannabis and cannabis products
 - Strong Sales Skills
- Qualifications**
- At least 2 years of experience in retail and/or customer service
 - Prior experience working in the cannabis industry and/or knowledge of POS system a plus
 - At least 2 years of High School or GED equivalent
 - Friendly, charismatic, customer-oriented
 - Collaborative, approachable and patient
 - Results-driven
 - Basic computer operating skills
 - Minimum 21 years of age

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ELEMENT 7

INVENTORY MANAGER

Position Title	Inventory Manager
Location	Fairfax – Marin County Area
Schedule	Flex schedule, long hours, weekend work and holiday availability
Our Story	<p>Element 7 innovates cannabis science, culture and products through collaborations with cross-sector organizations, grassroots crowd-sourcing, big data analysis, and through the development of best practices and protocols. We are committed to elevating and re-defining customer experience, identifying consumers and creating consistently high-quality, reliable, safe and creative cannabis products. Our business relies heavily on providing accurate information to our customers, enabling them to make better, informed decisions about the cannabis products, and experiences, they choose.</p>
The 7 Elements	<p>Element 7 adheres to seven core values and beliefs, each of which is carefully integrated into every decision we make, product we produce, and experience we create.</p> <p>Excellence in Everything We Do: We live by the standards we set. Excellence is a choice, and its one we make every single day.</p> <p>Trust is Earned, Not Given: Though there are countless opportunities to lose trust and destroy opportunities, you only get one chance to build trust. That opportunity must be seized.</p> <p>We Only Have One Planet: Cannabis is a plant, not a commodity. Respect the plant, the soil it came from, and the larger world of which it is a part.</p> <p>Make Compliance an Advantage: Survival in our industry depends entirely on compliance. Only the compliant and the controlled will survive.</p> <p>Think Global, Be Local: Learn from adjacent industries, businesses, and practices, but always find a way to make these learnings matter locally.</p> <p>Education is Our Foundation: Education is a force that will change our industry and our communities like nothing else.</p>

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The Role We are looking for an Inventory Manager who will be responsible for ensuring that all the products we sell at our dispensary complies with state laws, is properly managed and reported to the Department through BioTrack and updates all records pertaining to inventory through our POS. The Inventory manager reports directly to the General Manager and will oversee a team of Inventory Specialists.

Informed by a 'Balanced Scorecard' approach equally emphasizing *People, Process/Technology, Customer and Finance* the Intake Specialist supports their store in maintaining organized, compliant inventory and participating in store leadership.

Essential Functions This position operates in a professional retail store environment and routinely uses standard office equipment such as computers, phones, and photocopiers. This role requires frequent lifting and/or moving of items over 50 pounds.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

People

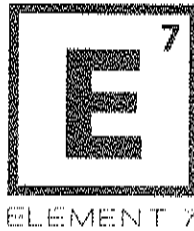
- Anticipating and communicating inventory needs with management and staff
- Supporting all store staff in understanding inventory compliance and shop processes
- Offers product education and vendor materials to store staff
- In partnership with General Manager, supports store staff in remaining trained in compliant inventory practices
- When needed, serve as Manager on Duty at the shop

Process

- Responsible for all new product intake and processing into databases, with full accuracy as dictated by company compliance and accounting departments
- Maintains full compliance with regulations and internal standard operating procedures with respect to evaluation, handling, storage, selling, and tracking of products
- Implement and maintain effective inventory organization and best practices
- Monitoring inventory levels through the facility's BioTrack account and conducting daily audits to prevent loss and ensure strict compliance with state regulations
- Managing the facility's product waste log, reporting waste to both Compliance and Store Management Team
- Conducting all adjustments and conversions in inventory Databases

- Manage the tracking and storage of returns, and facilitating returns with vendors
 - Maintain and organize all manifests, PO's, and invoices both electronically and physically
 - Facilitate daily inventory audits and reports
 - Maintains an Expiration Log of aging or expiring inventory, and communicating sell-through/promotional status of said product
 - Maintains online and physical menus e.g., in store price tags', Weedmaps, and Leafly
- Customer**
- By effectively managing inventory and shop organization, support retail associates in delivering excellent customer service
 - Work the sales floor as needed to support shop objectives
- Finance**
- Monitoring sales transactions, discount usage, and ensuring proper sales reconciliation on a daily basis
 - Serve as liaison to Retail Operations team when needed
 - Coordinate with retail purchasing team
- Competencies**
- Communication Proficiency
 - Ethical Conduct
 - Manual Data Entry
 - Reporting Proficiency
- Qualifications**
- High School Graduate or equivalent
 - 2+ years' experience working in retail/inventory
 - Ability to master company POS system and BioTrack is Essential
 - Attention to detail, and strong organizational skills
 - Time management
 - Open Minded and Collaborative
 - Self-starter, resourceful
 - Comfort with typical business computing and technology; proficiency with Microsoft Outlook, Word, Excel and PowerPoint
 - Must have reliable transportation
 - Must be, and remain compliant with, all legal and company regulations required for working in the cannabis space
 - Must be 21 years of age or older

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INVENTORY SPECIALIST

Position Title	Inventory Specialist
Location	Fairfax – Marin County Area
Schedule	Flex schedule, long hours, weekend work and holiday availability.
Our Story	Element 7 innovates cannabis science, culture and products through collaborations with cross-sector organizations, grassroots crowd-sourcing, big data analysis, and through the development of best practices and protocols. We are committed to elevating and re-defining customer experience, identifying consumers and creating consistently high-quality, reliable, safe and creative cannabis products. Our business relies heavily on providing accurate information to our customers, enabling them to make better, informed decisions about the cannabis products, and experiences, they choose.
The 7 Elements	<p>Element 7 adheres to seven core values and beliefs, each of which is carefully integrated into every decision we make, product we produce, and experience we create.</p> <p>Excellence in Everything We Do: We live by the standards we set. Excellence is a choice, and its one we make every single day.</p> <p>Trust is Earned, Not Given: Though there are countless opportunities to lose trust and destroy opportunities, you only get one chance to build trust. That opportunity must be seized.</p> <p>We Only Have One Planet: Cannabis is a plant, not a commodity. Respect the plant, the soil it came from, and the larger world of which it is a part.</p> <p>Make Compliance an Advantage: Survival in our industry depends entirely on compliance. Only the compliant and the controlled will survive.</p> <p>Think Global, Be Local: Learn from adjacent industries, businesses, and practices, but always find a way to make these learnings matter locally.</p> <p>Education is Our Foundation: Education is a force that will change our industry and our communities like nothing else.</p>

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The Role

We are looking for an Inventory Specialist to support the Inventory Manager. Job duties include receiving all products, quality control and food safety; ensuring segregation and disposal of outdated, damaged, deteriorated, misbranded or adulterated cannabis; ensuring proper tracking and disposal of unusable products based on state and local requirements; processing and packaging of product as needed; ensuring that the oldest stock of cannabis products are distributed first; executing precise daily, weekly and monthly inventory reports; conducting audits in accordance with state guidelines; and the daily tracking and supply of product inventory both at the service counter and in inventory storage.

The Inventory Specialist will report directly to the Inventory Manager.

Essential Functions

This position operates in a professional retail store environment and routinely uses standard office equipment such as computers, phones, and photocopiers. This role requires frequent lifting and/or moving of items over 50 pounds.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

People

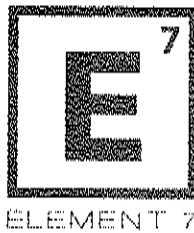
Assist the Inventory Manager in providing training as it pertains to inventory policies, procedures and best practices, and communicate weekly with peers and supervisors regarding inventory status reports, order processes and dispensary goals

Process

- Ensure accurate reporting to the Inventory Manager
- Maintain compliance with internal policies and procedures as they pertain to inventory management, storage, destruction and reporting
- Receive all products for the dispensary using the POS and Inventory Management System
- Assess quality of product and resolve quality concerns
- Oversee product processing projects as needed, ensuring appropriate quantities, accurate weights, quality control, sanitation standards, and proper packaging and labeling
- Perform product development and innovation needs
- Oversee product packaging as needed and accurate product labeling; meet all local and state labeling requirements
- Perform product destruction and disposal
- Proficiently utilize internal system for determining daily restocking and the introduction of new inventory

	<ul style="list-style-type: none"> - Facilitate daily inventory reconciliations, audits and reports - Support store Inventory Manager with scheduled inventory audits - Minimize shrink by immediately implementing corrective plans after identifying the root cause of the issue - Maintain appropriate levels of supplies, organization and overall cleanliness of the department and product storage areas - Maintain accurate, organized and compliant departmental records; review for assurance that no errors have occurred, or if they have occurred, that they have been investigated and resolved.
Customer	Ensure that all purchased products are prepared for customers and released to BudTenders in compliant exit packaging and accompanied with the applicable educational product materials.
Finance	Ensure that invoices, shipping manifests and other internal product documents are properly uploaded and managed through the POS and BioTrack
Competencies	<ul style="list-style-type: none"> - Communication Proficiency - Ethical Conduct - Organizational Ability
Qualifications	<ul style="list-style-type: none"> - At least 2 years of experience in inventory control and/or supply chain - Prior experience working in the cannabis industry and/or knowledge of BioTrack training is a plus - At least 2 years of High School or GED equivalent - Resourceful and organized - Strict attention to detail - Basic computer operating skills; advanced MS Excel knowledge - Minimum 21 years of age

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SECURITY GUARD

Position Title	Security Guard
Location	Fairfax – Marin County Area
Schedule	Flex schedule, long hours, weekend work and holiday availability.
Our Story	<p>Element 7 innovates cannabis science, culture and products through collaborations with cross-sector organizations, grassroots crowd-sourcing, big data analysis, and through the development of best practices and protocols. We are committed to elevating and re-defining customer experience, identifying consumers and creating consistently high-quality, reliable, safe and creative cannabis products. Our business relies heavily on providing accurate information to our customers, enabling them to make better, informed decisions about the cannabis products, and experiences, they choose.</p>
The 7 Elements	<p>Element 7 adheres to seven core values and beliefs, each of which is carefully integrated into every decision we make, product we produce, and experience we create.</p> <p>Excellence in Everything We Do: We live by the standards we set. Excellence is a choice, and its one we make every single day.</p> <p>Trust is Earned, Not Given: Though there are countless opportunities to lose trust and destroy opportunities, you only get one chance to build trust. That opportunity must be seized.</p> <p>We Only Have One Planet: Cannabis is a plant, not a commodity. Respect the plant, the soil it came from, and the larger world of which it is a part.</p> <p>Make Compliance an Advantage: Survival in our industry depends entirely on compliance. Only the compliant and the controlled will survive.</p> <p>Think Global, Be Local: Learn from adjacent industries, businesses, and practices, but always find a way to make these learnings matter locally.</p> <p>Education is Our Foundation: Education is a force that will change our industry and our communities like nothing else.</p>

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The Role

We are looking for a licensed Security Guard who can provide guarding and other private security related functions before, during and after the dispensary's hours of operation. This position requires a security guard license issued by the Department of Professional and Financial Regulation.

The Security Guard is responsible for providing security and guarding services that the dispensary needs in order to prevent diversion, theft and loss of cannabis products and currency, and other related criminal activity. The Security Guard must also have experience in operating security surveillance and alarm equipment and must receive internal training from Company's Head of Security.

Essential Functions

This position operates in a professional retail store environment and routinely uses various security surveillance and alarm equipment that requires daily inspection and maintenance. This role will require roving inspections of the facility's interior and external premises, as well as providing comprehensive reports and logs dictated by Company policies and procedures.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

People

- Maintain the safety and security of customers, employees and products at the dispensary
- Support the Receptionist in greeting customers
- Assist in queuing and managing of customer flow on the retail floor
- Assist in the management of unruly customers and other threatening situations
- Perform bag inspections
- Escort visitors while inside the dispensary

Process

- Monitor security surveillance equipment
- Perform roving inspections of the internal and exterior of the dispensary
- Manage potential threats to safety and security, such as clearing the premises of loitering groups or individuals
- Assist in securing the loading and unloading area during Deliveries
- Provide comprehensive and detailed logs and reports related to inspections and incidents at the dispensary

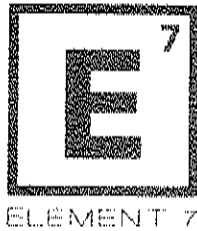
- Customer**
 - Support in the management of customers in the Reception Area
 - Support in the management of customer flow in the Retail Area

- Finance**
 - Assist in securing the POS area during cash drops

- Competencies**
 - Communication Proficiency
 - Ethical Conduct
 - Alert and Responsive

- Qualifications**
 - Security Detail Experience preferred
 - Demonstrated ability to comply with security best practices and internal policies and procedures
 - Ability to diffuse potentially dangerous situations
 - Provide consistent and dependable support to all team Members
 - Well groomed
 - Hold a valid security guard license issued by the Department
 - Minimum 21 years of age

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RECEPTIONIST

Position Title	Receptionist
Location	Fairfax – Marin County Area
Schedule	Flex schedule, long hours, weekend work and holiday availability.
Our Story	<p>Element 7 innovates cannabis science, culture and products through collaborations with cross-sector organizations, grassroots crowd-sourcing, big data analysis, and through the development of best practices and protocols. We are committed to elevating and re-defining customer experience, identifying consumers and creating consistently high-quality, reliable, safe and creative cannabis products. Our business relies heavily on providing accurate information to our customers, enabling them to make better, informed decisions about the cannabis products, and experiences, they choose.</p>
The 7 Elements	<p>Element 7 adheres to seven core values and beliefs, each of which is carefully integrated into every decision we make, product we produce, and experience we create.</p> <p>Excellence in Everything We Do: We live by the standards we set. Excellence is a choice, and its one we make every single day.</p> <p>Trust is Earned, Not Given: Though there are countless opportunities to lose trust and destroy opportunities, you only get one chance to build trust. That opportunity must be seized.</p> <p>We Only Have One Planet: Cannabis is a plant, not a commodity. Respect the plant, the soil it came from, and the larger world of which it is a part.</p> <p>Make Compliance an Advantage: Survival in our industry depends entirely on compliance. Only the compliant and the controlled will survive.</p> <p>Think Global, Be Local: Learn from adjacent industries, businesses, and practices, but always find a way to make these learnings matter locally.</p> <p>Education is Our Foundation: Education is a force that will change our industry and our communities like nothing else.</p>

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The Role	<p>We are looking for a Receptionist who can provide excellent customer service as the first point of contact in the customer 's dispensary experience. The Receptionist would be responsible for establishing a positive, approachable and knowledgeable environment. Job duties include customer intake and check-in, verifying age and identity, providing educational materials, including the customer acknowledgment of Company guidelines and data and privacy policy.</p> <p>The Receptionist will report directly to the General Manager.</p>
Essential Functions	<p>This position operates in a professional retail store environment and routinely uses standard office equipment such as computers, phones, and photocopiers. Prolonged sitting and some lifting will be required.</p> <p>Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.</p>
People	<p>Provide support, where needed.</p>
Process	<ul style="list-style-type: none">- Ensure that age and identity are verified through the POS- Utilize POS system to intake new customers and check-in existing customers- Assist in opening, mid-day and closing procedures- Communicate customer feedback and requests to the General Manager and / or Security- Maintain strict customer and Company data and confidentiality- Perform other tasks as required
Customer	<ul style="list-style-type: none">- Greet customers- Manage the intake cue- Verify Age and Identity- Assist Security in managing customer flow
Finance	<p>Support closing shift in preparing sales reports</p>
Competencies	<ul style="list-style-type: none">- Communication Proficiency- Ethical Conduct- Organizational Ability- Exceptional Customer Service
Qualifications	<ul style="list-style-type: none">- At least 2 years of experience in inventory control and/or supply chain

- Prior experience working in the cannabis industry and/or knowledge of POS system a plus
- At least 2 years of High School or GED equivalent
- Resourceful and organized
- Strict attention to detail
- Basic computer operating skills
- Minimum 21 years of age

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REMEDY

FAIRFAX

SECTION 10 SENSITIVE USE MAPS

Navigation



Parcel (1)

Parcel 001-223-10

Parcel 001-223-10
Address: 1900 SPR FRANCIS DRIVE S BLDG
Jurisdiction: Fairfax
Zoning: CC - CC - General Commercial
Land Use: 61 - Commercial - Improved
Units: 0
Percent Slope: 9.0229
Tax Rate Assr: 0.03-0.00
Street View
Assessor Parcel Map
Plan Parcel: 098321...

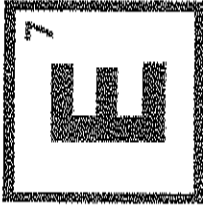
Sub-District: District 2 - Kable Rise
Easement: 1:4201
WCU

FloodZone: X
Road Use: N
Fire Svc: Moss Valley Fire Service
SCA_Builer: 0

Displaying 1 - 1 (Total 1)

Page 1 of 1





ELEMENT 7
FAIRFAX

BUFFER ZONE MAP

PROPOSED ADDRESS:
1930 SIR FRANCIS DRAKE BLVD.
FAIRFAX, CA 94930

NEAREST SCHOOL

905.36 FEET

St. Rita's Extended Day

LOCAL REGULATION:
600 FT

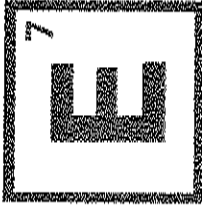
PAGE 313



X

Measure distance
Click on the map to add to your path.

Total distance: 905.36 ft (275.95 m)



ELEMENT 7
FAIRFAX

**BUFFER ZONE
MAP**

PROPOSED ADDRESS:
1930 SIR FRANCIS DRAKE BLVD,
FAIRFAX, CA 94930

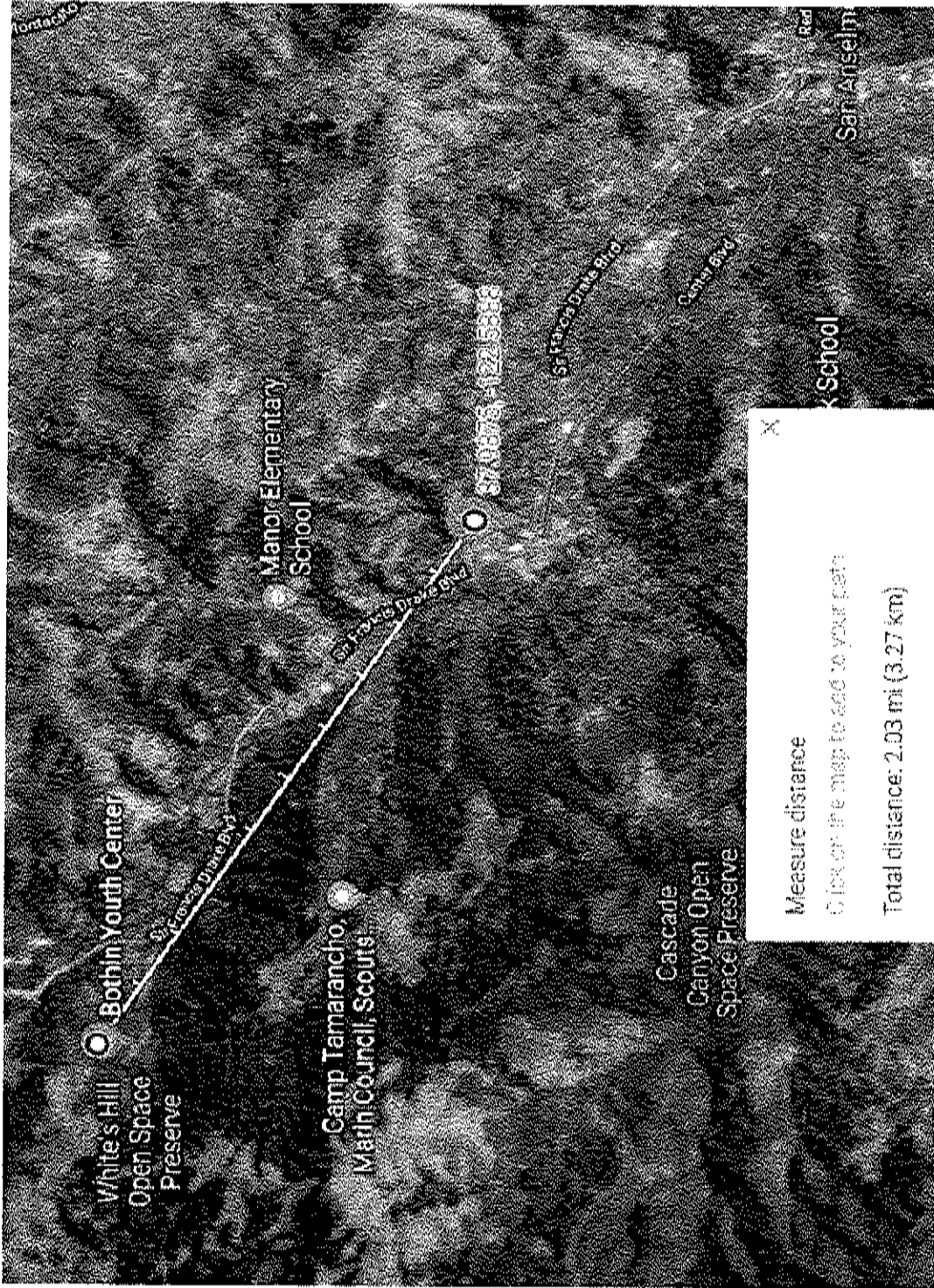
**YOUTH
CENTER**

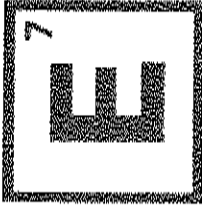
2.03 MILES

Bothin Youth Center

LOCAL REGULATION:
600 FT

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ELEMENT 7
FAIRFAX

**BUFFER ZONE
MAP**

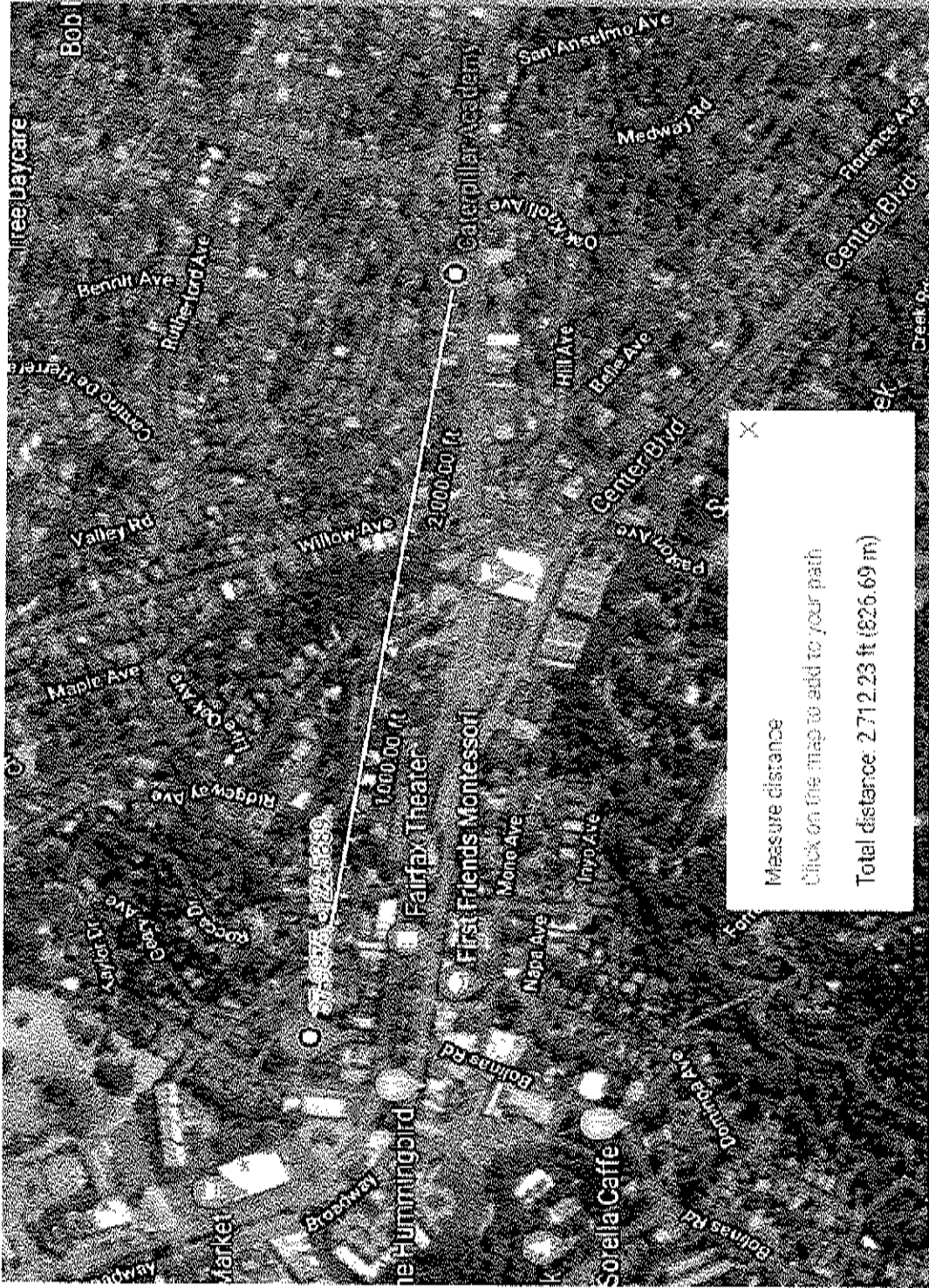
PROPOSED ADDRESS:
1930 SIR FRANCIS DRAKE BLVD,
FAIRFAX, CA 94930

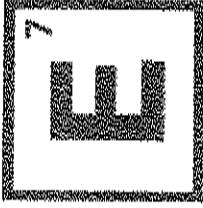
**NEAREST
DAYCARE**

2,712.23 FEET

Caterpillar Academy

LOCAL REGULATION:
300 FT
PAGE 315





ELEMENT 7
FAIRFAX

BUFFER ZONE MAP

PROPOSED ADDRESS:
1930 SIR FRANCIS DRAKE BLVD.
FAIRFAX, CA 94930

TUTOR

2,093.51 FEET

Tutor & Learning Center

LOCAL REGULATION:
300 FT
PAGE 316



