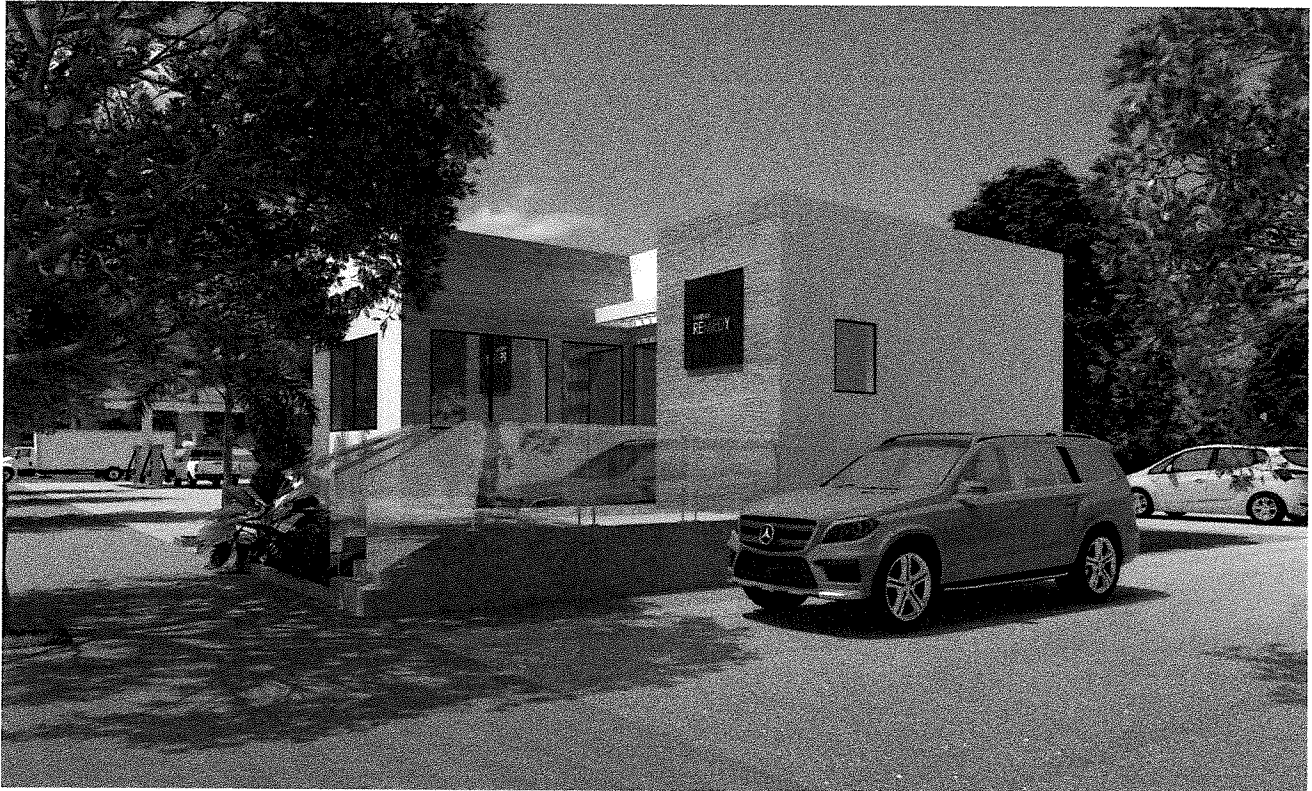


REMEDY

FAIRFAX

SECTION 12
SIGNAGE AND LIGHTING PLANS

SIGNAGE PLAN



SIGNAGE POLICIES

Pursuant to the California Code of Regulations § 5040 (b); Business and Professions Code § 5200 and the Town of Fairfax (17.064) the Element 7 facility will adhere to both local and state laws and regulations as it relates to signage in the Town of Fairfax. Element 7 will not install facility signage once approved by the Town of Fairfax in an effort to minimize the public's awareness that the facility is a commercial cannabis operator.

Similar to the rendering (pictured above), Element 7 will have no more than two (2) signs on the exterior of the facility not too exceed 100 square feet and will not exceed the City's roofline maximum height.

WALL SIGNS

Element 7 will have two (2) wall signs not to exceed one-hundred square feet or 15% of the building face (**area is determined by multiplying the length of the linear frontage of the tenant space or building by the average height of the tenant space or building*). Our wall signs will be balanced and in proportion and scale with our building elevations which they are placed, and not obscure windows, or overwhelm architectural features such as pilasters and cornices.

COLOR OF SIGNAGE

As a holistic wellness company, Element 7 will remain consistent in the use of signage color (Forest Green – PMS 357) on the color chart below.

PMS 344	PMS 345	PMS 346	PMS 347	PMS 348	PMS 349	PMS 350
PMS 351	PMS 352	PMS 353	PMS 354	PMS 355	PMS 356	PMS 357
PMS 358	PMS 359	PMS 360	PMS 361	PMS 362	PMS 363	PMS 364
PMS 365	PMS 366	PMS 367	PMS 368	PMS 369	PMS 370	PMS 371
PMS 372	PMS 373	PMS 374	PMS 375	PMS 376	PMS 377	PMS 378
PMS 379	PMS 380	PMS 381	PMS 382	PMS 383	PMS 384	PMS 385

REMEDY FAIRFAX – COLOR CHART

MATERIALS FOR SIGNS

Wall signs will not consist of materials such as foam, poster board, or flat plastic, we will ensure that our signage material that we use will be architecturally compatible with the building that our signs are attached.

INTERIOR SIGNAGE

Element 7 will install facility signage once approved by the Town of Fairfax, such as the main building sign, in a manner that clearly establishes it is a dispensary, but is not overly obtrusive, obstructive, or offensive in nature.

Safety signs can play a vital role in ensuring a safe workplace. Employers who implement effective, clear visual communication may enjoy fewer accidents and injuries, increased efficiency, and safe behavior throughout their facility.

At all times, Element 7 will adhere to directives issued by the Bureau of Cannabis Control (BCC) and the Town of Fairfax with regards to the signage it displays, size, and format.

POLICY NAME	SIGNAGE POLICIES
APPLICABLE LAW	Pursuant to the California Code of Regulations §5040 (b); Business and Professions Code §5200 and the Town of Fairfax Municipal Code (17.064), the Element 7 facility will adhere to both local and state laws and regulations as it relates to signage in the Town of Fairfax.
POLICY OBJECTIVE	To inform visitors, contractors, and staff of Element 7's protocols both inside the facility, and the area surrounding the facility.
ELEMENT 7 CORE VALUE	'Make Compliance an Advantage'

ANSI and OSHA Signage Adherence

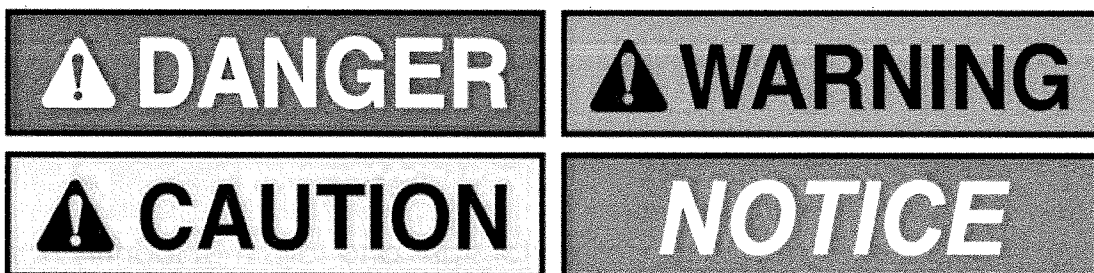
Element 7 will adhere to OSHA guidelines for signs and tags that identify hazards, outline design requirements and specify when safety signs must be used. These design elements are expanded upon in the ANSI Z535 standard, which utilizes alert symbols and pictograms to communicate hazards. The ANSI Z535 standard dictates every aspect of sign design, including:

- Standard sign and label colors
- Signal words (such as "Danger" and "Warning")
- Letter style and size
- Sign and label placement

Signage Classifications

Element 7 will follow the three (3) OSHA and ANSI severity classifications for safety signs. They are danger signs, warning signs, and caution signs; each relates directly to the severity of hazards present (or potentially present).

- **Danger:** Danger signs signal the most serious hazards, where special precautions must be taken. The "DANGER" signal word is printed in white letters on a red background and is preceded by the safety alert symbol, which looks like an exclamation point inside a triangle. This type of sign indicates that death or serious injury is almost certain to occur if the hazard is not avoided.
- **Warning:** This sign describes a hazard that may result in death or serious injury, but where the overall risk is not severe enough to need a danger sign. A safety alert symbol precedes the "WARNING" signal word, which is printed in black on an orange background.
- **Caution:** The hazards described on a caution sign may result in minor or moderate injuries if not avoided. These typically caution against unsafe practices. On caution signs, the "CAUTION" signal word is printed in black on a yellow background header and is preceded by the safety alert symbol.
- **Notice:** Notice signs are used within the Facility to inform and remind staff on processes, procedures, and other routine matters. The blue background denotes that staff should proceed with some measure of caution as they perform their assigned duties.



Other Signage Notices Used at the Facility

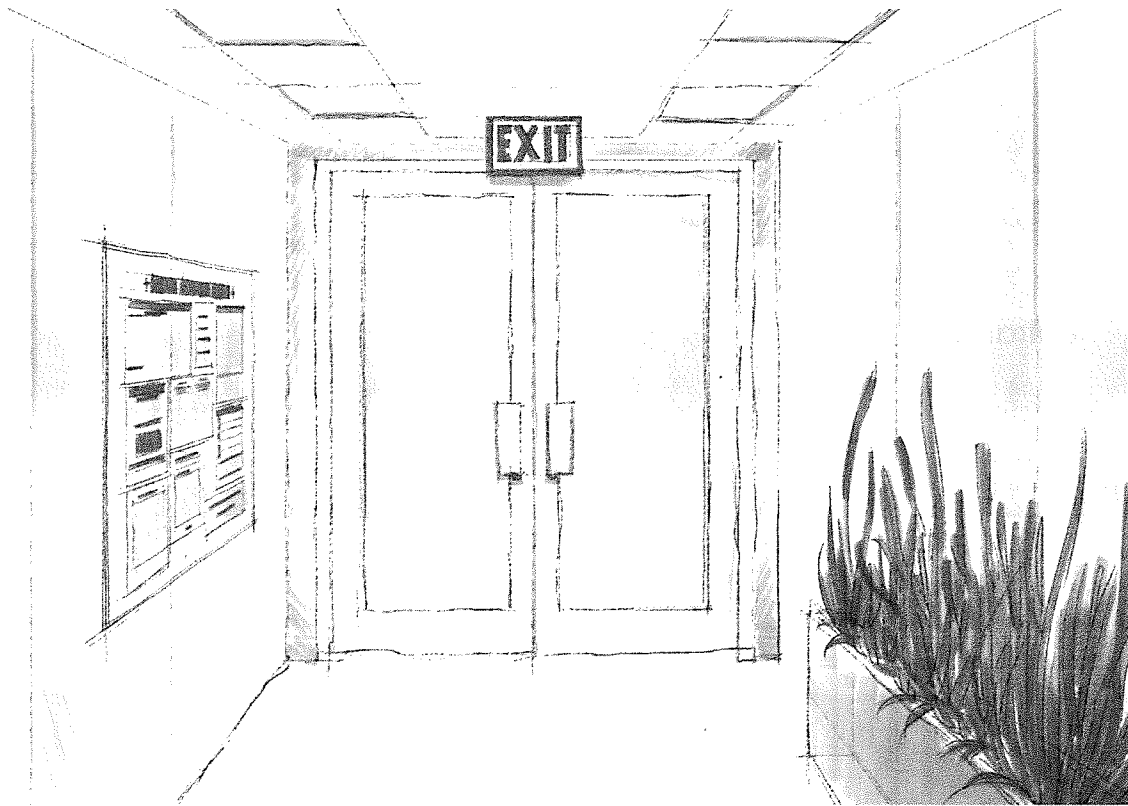
All signage at the site will be directive and displayed prominently within the business in measurements of not less than 8 x 10 inches in a minimum of 24-point font, stating:

1. "The sale or diversion of cannabis or cannabis products without a license issued by the Town of Fairfax is a violation of State law and the Municipal Code." This sign will be displayed in the lobby of the business for employees, partners and contractors.
2. "No one under the age of eighteen (21) will be allowed on the premises unless they hold a valid physician's recommendation."

3. "Secondary sale, barter, or distribution of cannabis or cannabis products purchased from Element 7 is a crime and can lead to arrest." This sign will be displayed in the lobby of the business for employees, partners and contractors.
4. "These premises are continually monitored by CCTV cameras." This sign will be displayed at all building entrances.
5. "Loitering is strictly prohibited." This sign will be displayed at all building entrances.

This signage is designed to ensure that employees and contractors are managed and aware of the rules and regulations of the cannabis industry.

LIGHTING PLAN

**External Facility Lighting**

The front and rear of the Facility will be equipped with security lighting as approved by the Town. Entrance and rear of building lighting will be continuously illuminated. Each light will provide a 1.0-foot candle intensity.

The Facility will be lit by exterior lighting between the hours of dusk and dawn, 365 days a year. There may be occasions (e.g., inclement weather) when the lights are required to be used during the day, which will be at the judgement of the General Manager. All outdoor lighting used for security purposes will be shielded and downward facing. In any case, we will adjust our external lighting to Town of Fairfax guidance.

We will be using LED 4000K Flood Lights supplied by GE. These lights offer 11 years of light life (50,000 hours) and are widely used to illuminate similar buildings in the industry. The LED lighting solution selected considers security and safety requirements, design, energy efficiency (reduced carbon footprint) and a uniform distribution of light (to aid security cameras and minimize 'dark areas' which become potential security breaches).

The lights have a die-cast aluminium housing and a slim architectural design that incorporates an integral heat sink and light engine, ensuring maximum heat transfer, long LED life and a reduced Effective Projected Area (EPA). Lights meet 2g Vibration level per ANSI (C136.31 – 2010). The lights are rated at -40 degrees to 50 degrees Celsius and are fully compliant with all industry standards. The lights will be mounted on the building exterior and wired with cable to the building power.

REMEDY

FAIRFAX

SECTION 13
TRAFFIC STUDY



November 18, 2020

Mr. Josh Black
 Element 7
 8033 Sunset Boulevard #987
 Los Angeles, CA 90046

Focused Traffic Analysis for the 1930 Sir Francis Drake Boulevard Project

Dear Mr. Black;

As requested, W-Trans has prepared a focused traffic analysis that addresses the potential trip generation associated with the proposed redevelopment of an existing 577 square foot retail space 1930 Sir Francis Drake Boulevard in the Town of Fairfax. The proposed project would repurpose the space from its existing use as a granola bowl, which is essentially an ice cream restaurant.

Traffic Impact Permit Requirements

Section 17.056 of the Town of Fairfax's Zoning Ordinance indicates that a "Traffic Impact Permit" is required for any project that either generates 100 or more new trips daily or has a floor area of 5,000 square feet or more. Since the building area to be converted is 577 square feet in size, the need for a Traffic Impact Permit was considered based on the project's potential trip generation.

Trip Generation

The anticipated daily and peak hour trip generations for the previous fast casual restaurant use and the proposed dispensary were estimated using standard rates published by the Institute of Transportation Engineers (ITE) in *Trip Generation Manual*, 10th Edition, 2017. The "Fast Casual" Restaurant land use (LU #930) was applied to the granola bowl use and rates for a "Marijuana Dispensary" (LU #882) were applied to the proposed use. Based on application of these rates, the proposed project would be expected to generate 36 fewer daily trips than the existing land use. Although not relevant to the Town's policy, it is noted that the project would generate five additional trips during both the a.m. and p.m. peak hours based on application of standard trip generation rates. These results are summarized in Table 1.

Table 1 – Trip Generation Summary											
Land Use	Units	Daily		AM Peak Hour				PM Peak Hour			
		Rate	Trips	Rate	Trips	In	Out	Rate	Trips	In	Out
Previous Use											
Fast Casual Restaurant	0.577 ksf	315.17	182	2.07	1	1	0	14.13	8	4	4
Proposed											
Marijuana Dispensary	0.577 ksf	252.70	146	10.44	6	3	3	21.83	13	6	7
Net Increase			-36		5	2	3		5	2	3

It is noted that due to the location near other downtown shopping and dining opportunities many of the patrons of the existing Mana Bowl may arrive via a diverted trip or walk to the site from nearby stores or restaurants. The potential for such trips, as well as for trips by bicyclists, is likely higher than might be expected for this type of land use. However, even if it were assumed that half the estimated trips were made via an alternative mode and the trip generation reduced accordingly, the project would still generate only 55 new daily trips (146 less 91, or half the 182 shown in the table), which is considerably less than the 100 trips allowed under the Town’s policy. The Mana Bowl would need to generate only about 25 percent of the standard trip generation to reach a level where the change in use would result in more than 100 net new trips, and given that most employees, suppliers and some customers are likely to arrive via private vehicle, a reduction of this magnitude does not appear reasonable.

In response to comments from the Town’s Consulting Traffic Engineer, trips into and out of two existing dispensaries in the North Bay were counted to achieve daily and peak hour rates indicative of local conditions. Because such counts are only accurate if a site is served by driveways used exclusively by that development it was not possible to obtain counts for the existing dispensary in Fairfax because it is located in a suite and shares driveways and a parking lot with multiple other uses. Two location were identified where counts could be obtained: the 365 Recreational Dispensary in Santa Rosa and the Herbivore dispensary in Napa. Both sites are dispensaries only located on or near major arterials and they do not share driveways with other land uses. Counts were collected for a period of 72 hours including a Wednesday through Friday. The building size for Herbivore was obtained from on-line records and the building size for 365 Recreational Dispensary was provided by the City of Santa Rosa. From this information, the daily and peak hour trip generation rates were estimated for application to the proposed project. These results are summarized in Table 2 and the details are indicated on the enclosed spreadsheet.

Table 2 – Trip Generation Summary			
Site/Land Use	Daily Rate	AM Peak Hour Rate	PM Peak Hour Rate
Recreational Dispensary	85.12	2.66	12.96
Herbivore	21.07	0.00	3.33
ITE Rates			
Marijuana Dispensary	252.70	10.44	21.83

As can be seen in Table 2, the standard ITE rates applied to the proposed project are substantially higher than the actual rates derived through counts at two existing North Bay dispensaries. In fact, the ITE rates are higher than the maximum rate derived on any single day at either existing site. Further, the ITE rates have consistently been higher than the rates derived through data collected at various dispensaries in Sonoma County, though daily volumes were not previously obtained so this data could not be used for this analysis. It does, however, point to the conservative nature of the ITE rates and the reasonableness of their use.

Conclusions and Recommendations

Based on application of standard trip generation rates, the proposed project would be expected to result in a reduction of 36 trips per day to the project site on average compared to its most recent previous use. Even considering the potential for fewer vehicle trips associated with the previous use due to its location near other shopping and dining opportunities, it would still be anticipated that the project would generate fewer than 100 new daily trips. As a result, under the Town’s policies an operational analysis is not required.

Thank you for giving W-Trans the opportunity to provide these services. Please call if you have any questions.

Mr. Josh Black

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November 18, 2020

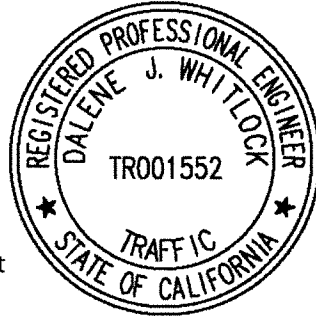
Sincerely,

Kimberly Tellez

Kimberly Tellez
Assistant Engineer

Dalene J. Whitlock

Dalene J. Whitlock, PE, PTOE
Senior Principal



DJW/kt/FAI022.L1

Enclosure: Trip Generation Spreadsheet

Trip Generation Analysis for the 1930 Sir Francis Drake Boulevard Project

Land Use No./Type	DATE	Trip Rate per Unit	Total Trips	AM PEAK HOUR (8-9)						PM PEAK HOUR (4-6)									
				Trip Rate per Unit	Number of Trips	In (%)	In (Rate)	In (Trips)	Out (%)	Out (Rate)	Out (Trips)	Trip Rate per Unit	Number of Trips	In (%)	In (Rate)	In (Trips)	Out (%)	Out (Rate)	Out (Trips)
365 Recreational Dispen	9/30/2020	75.85	262	0.87	3	67%	0.58	2	33%	0.29	1	6.95	24	58%	4.05	14	42%	2.90	10
365 Recreational Dispen	10/1/2020	87.43	302	0.58	2	50%	0.29	1	50%	0.29	1	7.53	26	54%	4.05	14	46%	3.47	12
365 Recreational Dispen	10/2/2020	92.07	318	3.18	11	55%	1.74	6	45%	1.45	5	6.66	23	48%	3.18	11	52%	3.47	12
Herbivore	9/30/2020	21.60	54	0.00	0	0%	0.00	0	100%	0.00	0	2.80	7	71%	2.00	5	29%	0.80	2
Herbivore	10/1/2020	22.40	56	0.00	0	0%	0.00	0	100%	0.00	0	2.00	5	60%	1.20	3	40%	0.80	2
Herbivore	10/2/2020	19.20	48	0.00	0	0%	0.00	0	100%	0.00	0	5.20	13	46%	2.40	6	54%	2.80	7
Recreational Dispensary Average		85.12	294	1.54	5	57%	0.87	3	43%	0.68	2	7.04	24	53%	3.76	13	47%	3.28	11
Herbivore Average		21.07	53	0.00	0	0%	0.00	0	0%	0.00	0	3.33	8	59%	1.87	5	41%	1.47	4

Applied to the Project (0.577 ksf)

Recreational Dispensary Average	85.12	49	1.54	1	0.57	0.87	1	0.43	0.68	0	7.04	4	0.53	3.76	2	0.47	3.28	2
Herbivore Average	21.07	12	0.00	0	0.00	0.00	0	0.00	0.00	0	3.33	2	0.59	1.87	1	0.41	1.47	1
ITE RATES (LU#882)	252.70	146	10.44	6	56%	5.85	3	44%	4.59	3	21.83	13	50%	10.92	6	50%	10.92	7
Applied Rates	252.70	0	10.44	6	56%	5.85	3	44%	4.59	3	21.83	13	50%	10.92	6	50%	10.92	7

REMEDY

FAIRFAX

SECTION 14
SECURITY PLAN

COMPREHENSIVE SECURITY PLAN

Introduction

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.

Element 7 has contracted with GSG Protective Services, and one of its most experienced security experts, Corey English, to act as an advisor and Chief Security Officer for all Element 7 security matters. Corey provides strategic guidance on risk management, security policies and programs, and oversight on all threat assessment, while working in conjunction with local security hardware installation firms, local guard service providers, and four Regional Security Heads at Element 7.

Security Plan: Overview of Operating Procedures

The Security Plan Operations Manual contains detailed policies and procedures related to the fulfillment of the above responsibilities and beyond.

POLICY NAME	SECURITY OPERATIONS POLICY
APPLICABLE LAW	Pursuant to the California Code of Regulations §5042-5047 and Town of Fairfax Ordinance 5.56.010, Element 7 officers, management, and staff will adhere to both local and state laws and regulations as it relates to providing adequate security measures at the facility in the Town of Fairfax.
POLICY OBJECTIVE	To ensure the safety of the public, Element 7 patients, primary caregivers, customers, staff and the surrounding community of Fairfax.
ELEMENT 7 CORE VALUE	<i>'Excellence in Everything We Do'</i>
SOP PROCEDURES	<p>Security Personnel Staff Plan</p> <ul style="list-style-type: none"> - Security Guards - Background Checks - Employee Badges <p>Prevention of Illegal Activities of Trespassing</p> <p>Prevention of Smoking and/or Consumption</p> <p>Disposal of Unusable Cannabis</p> <p>Prevention of Adverse Impacts on Adjacent Properties</p> <p>Cash / Currency Handling – Best Practices</p> <p>Cannabis Handling – Best Practices</p> <p>Cannabis Inventory Control</p> <p>Customer Records</p>

<p>SOP PROCEDURES (CONTINUED)</p>	<p>Financial Records</p> <p>Building Security, Monitoring and Safety and Surveillance</p> <ul style="list-style-type: none"> - Alarm Measures - Intrusion, Detection and Alarm System - Building Surveillance Plan - Lighting Measures <p>Building Internal Access Plan</p> <ul style="list-style-type: none"> - Main Facility Access - Secure Level Access System - Visitors and Third-Party Security Measures <ul style="list-style-type: none"> (a) Electronic Access (b) Integrated Visitor Management System (c) Visitor Badge Access (d) Issuing Procedures <p>Cyber Security Plan</p> <p>Other Security Measures</p> <ul style="list-style-type: none"> - Storage Procedures - Product Security - Door Security - Employee Theft Reduction Measures - Minors - Diversion - Display of Permit (Licensed Legal Facility Notice) - Emergency Contacts - Security Assessment
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1. Security Personnel Staff Plan

Element 7 will have one (1) security personnel on-site during its hours of operation and an off-site alarm monitoring (Bay Area Alarm) and regular patrols at night when the facility is closed. This will ensure and perpetuate safe operations and provide additional security to the surrounding community.

Additionally, if Element 7 is awarded a license, we have found three prospective security firms that we would envision working with that we would seek approval for from local Town law enforcement. Our preference is to work with a security company that is as 'local as possible', however options were limited which is why the two of the security companies named below are located in San Rafael, approximately 11 minutes away from Fairfax.

SECURITY COMPANY NAME & ADDRESS
J T Executive Protection
BARC Security Inc.
Orion Protection Services

The group selected by Element 7 would be responsible for providing one (1) security person on-site 24-hours a day to ensure safe operations of the business. All security personnel and guards will be certified by the State Bureau of Security and Investigative Services (as described below in 'Security Personnel and Guards').



The Bakery by Element 7, Fort Bragg (Secured Check-In Counter)

GSG Security Services

Strategic security advisement for Element 7 is provided by GSG Security Services, a specialized security service company that will provide high-level guidance for Element 7 security operations across all aspects of the business, working in conjunction with a local State-Licensed Security firm approved by the Town's law enforcement.

GSG Security Services

License Number: #16545
 Key Contact: Corey English
 Contact Number: (310) 425 3516

Corey English, Element 7's Chief Security Officer, is a 22+ year veteran in the security industry. He has worked with a variety of companies, ranging from small/local organizations to international and Fortune 500 companies, building their systems and processes for protecting their assets and staff. This has given Corey a unique perspective on how different industry leaders and businesses excel, depending on their team, clients and environment.

Corey is an expert in security process management and has decades of experience leading organizations through all aspects of security, including cyber, infrastructure, application, personnel, and network security.

Corey has also worked extensively with the following markets to ensure their security needs are met - colleges and universities, commercial and residential properties, museums, cultural centers, data and technology centers, entertainment industry, special events, loss prevention, petrochemical, pharmaceutical, cannabis and alcohol.

Corey is very passionate about the security industry and is actively involved with ASIS International and Law Enforcement and Private Security (LEAPS).

Corey is also a reserve police officer for the Manzanita Police Department.

GSG, of which Corey English is the Vice President for California, was founded in 2000 in Nevada and 2005 in California and has been a trusted leader in the security industry for over 17 years. The business operates in 9 States across the US and brings over 300 years of combined security, law enforcement and military forces experience to Element 7 operation. GSG is a minority and veteran-owned business.

Security Personnel and Guards

All security personnel and guards employed for security work at Element 7 will be licensed by the State 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. GSG are a Bureau-certified training provider.

All security guards must be at least 21 years of age, have undergone a criminal history background check through the California Department of Justice (DOJ) and the Federal Bureau of Investigation (FBI), and complete the Power to Arrest Training, which includes:

- 40 hours of training in security officer skills; and
- 8 hours of continual training which must be completed during the second year of service.

Background Checks

Pursuant to California Penal Code Sections 11105(b) (11) and 13300(b)(11), every person listed as an owner, manager, supervisor or employee within the Facility, must submit fingerprints and other information requested by the FAIRFAX Chief of Police, for a background check. In addition, Element 7 plans to conduct annual background checks on all employees.

Pursuant to California Penal Code Sections 11105(b) (11) and 13300(b)(11), no person will be issued a permit to operate or work within the Facility unless they have first cleared the background check.

A Log of all Background check documents will be held by both the Head of Security and the Head of Human Resources at Element 7 and the General Manager at Element 7.

2. Prevention of Illegal Activities and Trespassing

Element 7 will monitor cameras covering the facility and its perimeter to ensure that individuals are not loitering or trespassing. In the event that illegal activities are occurring on the premises, security personnel have been instructed to determine the type and level of the incident and then respond accordingly. Violent type incidents require that security personnel contact the local police department for assistance.

A full sweep of all areas of the facility will be conducted each night before closing to ensure nobody is hiding on the premises or remains on the premises after closing.

3. Prevention of On-site Consumption

Element 7 will have signage at the entrance of its facility clearly stating that: "NO SMOKING, INGESTING OR OTHERWISE CONSUMING CANNABIS ON THESE PREMISES OR ON THE AREAS ADJACENT TO THIS FACILITY IS PROHIBITED." Security personnel have been trained to enforce this policy and approach individuals in violation of this policy.

Element 7 has also trained its budtenders to remind patients and customers to politely remind them of this policy upon completion of their transaction. Security personnel will address any situations that involve on-site consumption in the manner in which they were trained during their comprehensive security personnel training program.

4. Disposal of Unusable Cannabis

As a licensed storefront retailer that conducts deliveries, Element 7 will be generating minimal types of waste streams that will be properly segregated, securely stored, rendered unrecognizable and useless and will be hauled by the contracted waste hauler to an authorized waste disposal or transformation facility.

The procedures below apply to expired, contaminated, adulterated, deteriorated, and excess cannabis products.

The types of waste generated at the facility are as follows:

- **Organic Material:** flower and pre-rolls that have passed their best-by or use-by date
- **Universal Waste:** batteries, light bulbs, electronic devices, etc.
- **Incineration Waste:** edibles, oils, waxes, liquids contained THC, contaminated flower

Standard 'household and non-sensitive' trash will be placed in trash bins provided by the Town of Fairfax with Element 7 recycling all paper, plastics and greens (housed at the rear right of the property). Trash will be collected weekly.

With respect to 'sensitive cannabis trash', a policy exists to dispose of this material using industry best-practices. As the License Type being operated at the premises is a

retail with delivery license type, we do not envision having any significant 'sensitive cannabis waste products' to dispose of. The majority of waste in the industry either comes from cultivation or manufacturing (by-products such as stalks, stems, roots, and leaves) or from products that have failed testing protocols.

As a storefront and delivery license operator, all products would be delivered to our premises with testing completed and products already fully packaged. The only products we would then ever need to destroy would be products that have exceeded their 'use-by' or 'best-by' date. Our Inventory Control Manager is responsible for managing all protocols regarding stock management and inventory which would seek to minimize any issues with products expiring.

In the event that products were required to be destroyed, our preferred partner is **MediWaste**, a company that has over 50-years of medical waste disposal experience and a facility based in Hayward. However, if the Town of Fairfax has a preferred waste disposal company, such as **Marin Sanitary Service**, who is open to working with a commercial cannabis business, we would definitely use their services.

Products would be placed into a **Secured Waste Receptacle** (see example on left) held within the secured storage room within the Facility which is a secured zone and only accessible by the Inventory Control Manager and General Manager (two persons who each access the room with a bio-scan and swipe card), with all destroyed products tracked into our Inventory Management System, with records provided to the Town and State. This room has 24-hour CCTV coverage and the Secured Waste Receptacle has a lock system at the top of the waste bin so that products can only be disposed of, with no retrieval possible. Any 'disposal' would require two staff to be present – one to manage the disposal and one to manage the information and approvals for what is disposed.



Contracted waste disposal staff would visit the site as required and remove the Secured Waste Receptacle into their Cargo Van for full and complete compliant destruction at their Facility. Secured Waste Receptacles are able to be wheeled out of our secured facility to the contracted waste hauler's vehicle under supervision of our Licensed Security Guard to ensure full and complete destruction compliant with Town and State policy and directives.

Quarantine of Products for Destruction

The Inventory Control Manager will store in a secure, locked room any products that are expired, damaged, deteriorated, mislabeled, contaminated, recalled, or whose containers or packaging have been opened or breached. To ensure that defective products will never be returned to regular inventory or sold to patients, the Inventory Control Manager will identify, mark, and place all defective and unsellable products in the pre-determined area for this type of inventory and make the items clearly distinguishable from sellable products. Once ready for destruction, they will be placed in the Red Bins.

The Secure Storage area will not be visible to patients or customers and will only be accessed by swipe card and biometric scan. The Inventory Control Manager will keep the secure storage area clean, uncluttered, free from dust, debris or pests of any kind.

5. Prevention of Adverse Impacts on Adjacent Properties

Trespassing, diversion and illegal activity can occur near, or around, Element 7's facility, which can include adjacent property. In the event that suspicious activity is noted on an adjacent property, security personnel have been trained to contact the property or business manager to report the activity.

6. Cash/Currency Handling – Best Practices

Element 7's Cash Management Plan is geared towards security and accountability. Its goal is to prevent theft, loss, and diversion, and maintain accuracy and transparency in its cash handling policies and practices. This is enforced in Element 7's cash handling practices, which are as follows:

- Operator invoices every sale and delivery order via billing module and POS system through Flow Hub
- System automatically records the sale and invoice
- Cash Payments are collected by budtenders at point of sale and delivery drivers receive cash then drop off into cash safe upon return to facility
- Credit card payments are automatically uploaded onto the POS system
- At the close of business day, managers print out billing module metrics and POS metrics.
- The manager then counts all cash at the register to compare against the POS metric report. The Manager will also retrieve all cash at the cash drop off safe and will count the cash and compare against the billing module metric report.
- Completed cash counts must be logged onto a Cash Count Log and uploaded onto internal drives for record retention purposes.
- Upon completion of the dispensary register and cash drop off safe cash counts, the manager places cash in cash bags ready to be transported to the armored vehicle pick up loading and unloading area.
- Cash exceeding \$500 will be moved from the point-of-sale register and into the secured storage by the General Manager.
- Cash Logs will be imported onto Zero or QuickBooks to be maintained and used for tax reporting purposes.

Cash Counting/Reconciliation

Element 7 will conduct daily cash counts and reconciliations to ensure that all monies are accounted for. All counts and reconciliations will be performed by the General Manager and will be recorded on video surveillance. A manual report will be completed and then uploaded on the Element 7's internal data storage system.

- Daily cash counts and reconciliations will be conducted by the General Manager.
- Cash counts will be conducted before reconciliations against the point of sale system (Flowhub) are performed.
- A record of the count and reconciliation will be done prior to closing the facility every day. Only the General Manager will have access to the records, and the safe, where the cash will be stored until it is picked up by the armored vehicle provider's authorized representative.

- Element 7's policy outlines that all cash received should not be co-mingled to use, pay for, or cover for other invoices, expenses, and outsourced services.

Cash Storage

Element 7 will securely store cash and currency in the main office, which is a secure, limited access area that has a cash drop box, where budtenders take cash accepted during their shift to drop off. Cash and currency will remain in the main office until the scheduled armored vehicle pick up arrives to take it to a financial institution or other off-site location.

- All cash shall be kept in a safe contained within a limited access area, that only the General Manager and facility owner/s will have access to.
- The cash safe will meet all local and state requirements.
- During business hours, cash will be kept in a register that is accessed through Flowhub.

Cash and Gross Sales Reporting

Element 7 will report and track all products and gross sales through its point-of-sale and inventory management system, Flowhub. The system tracks and reports sales and returns of cannabis and cannabis products. Reports could include inventory data, gross sales by weight and product type, and other historical transactional data for review that the Town may require at any time.

Cannabis Fees and Taxes

Element 7 will pay all sales, use, business, and other applicable taxes, as well as all licensing and registration fees to the Town and the State in a timely fashion. These will be made with direct bank deposits to the relevant government or Town department.

Patient Transactions

Cash will be accounted for at the start and finish of each shift by each staff member with access to the cash register for that shift. Staff members with access to the register during their shift will be able to conduct transactions with a swipe card which identifies the transaction operator. A 360 camera will be installed above the cash register to monitor transactions continuously and will have the ability to record facial features.

All transactions will be managed through an industry-leading streamlined cash management POS software system that allows for:

- End-of-shift reporting and cash balancing platform
- Inventory control platform
- Integrated accounting system to monitor sales and costs
- Staff management to track employee efficiency and performance
- Hard copy or paper free receipts

- Back-office analytics and reporting
- Planning and scheduling
- Full data security (Compliant POS)

Our preferred system is **Flowhub** – one of the most-used and popular iPad-based POS Systems in the market, which is the first POS system to integrate with METRC. Flowhub is a top-of-the-line compliant management system.

Staff will undergo extensive training on the Flowhub platform before being allowed to handle transactions within the facility. Staff will be required to obtain a PASS score on the Flowhub Training Platform and then twice annually, all staff will be tested to ensure proficiency with the system and the full and latest functionality.

All cash will be moved to a secure, locked, walk-in vault at the end of each shift. A licensed cash management company licensed by the State of California will be contracted to then collect cash each day for transport to Element 7's Credit Union.

All products will be sold with appropriate exit packaging that is tamper-free, child-proof and does not display the product.

Cash Collection and Secure Cash Transport

Cash will be collected daily from Element 7 by a State-Licensed cash collection company that will safely transport any cash and coins from Element 7 to a Credit Union in California.

Cash will be collected 2-4 times a week (or more frequently if needed) from the Facility with pick-up times to be coordinated between the General Manager and the cash collection company on a rolling-forward 2-week schedule.

Our preferred provider is **GardaWorld** who have offices in Oakland, San Jose, and 19 other locations in California.



7. Cannabis Product Handling

Element 7 has developed procedures for the safe transportation of cannabis product from inside its facility to vehicles used for delivery. The goal of the procedures is to safeguard the integrity and quality of the cannabis and cannabis products as it is transported from storage to delivery vehicles.

Movement of Product Within the Facility

Element 7 will use Secured Storage Trolleys to move products in and out of limited-access areas and secure storage rooms and from these rooms to delivery vehicles. These cages are wheeled, lockable, metal repositories into which larger volumes of products can be moved through the Facility (and its various levels of security) between the storage room and dispensary.

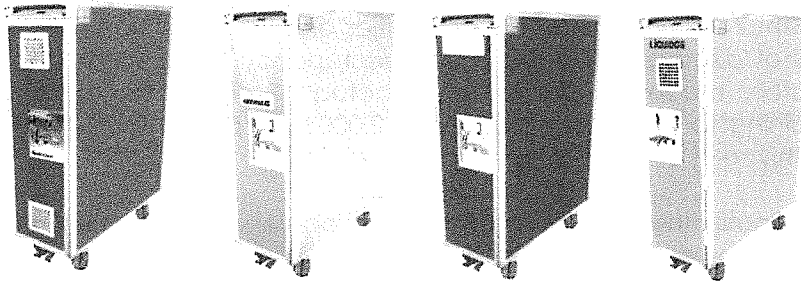


Image: Secured Storage Trolleys for Product Movement within the Facility

These trolleys are packed within the secured storage room with a manifest developed for each trolley. A trolley can only leave the secured storage room once it has been checked by the Head of Inventory and locked. Once received within the dispensary, the contents of the trolley will be emptied and checked against the manifest to ensure 100% accuracy, at which point the products will be logged into that area of the business within the inventory tracking section within FlowHub.

Product Deliveries

The Facility will have a dedicated secured loading and unloading area at the rear of the building. This secured loading and unloading area allows for the safe and secure delivery of goods without any disruption.

Delivery vehicles will be instructed to call upon arrival. After the area is secured with no visible threats, the vehicle will be unloaded with all stock to be moved immediately to the secured product storage area inside Element 7. After all checks and balances are completed and all inventory is accounted for as per the Delivery manifest, the secured storage room will be locked and secured.

Element 7 will request that any Distributors that it works with ensure that all deliveries are made to the side of the building during operational hours and that deliveries are made in non-branded vehicles. This Secured Loading area adds a further element of safety to the employees of Element 7 and the Delivery company. The Loading area will have continuous illuminated lighting and a Panic/duress alarm for Employee Safety.

8. Cannabis Inventory Control

Close attention to inventory is tantamount to Element 7's successful and compliant operations. As a licensed dispensary, Element 7 will be the last point in the chain-of-custody and must ensure that all inventory is accurately represented and reported. To ensure strict compliance with local and state regulations, Element 7 has developed a comprehensive inventory management plan that consists of the following:

1. Element 7 will reconcile all the inventories of cannabis goods at least once every 14 days.
2. If Element 7 finds a discrepancy between the inventory of stock and the inventory log or track and trace system, Element 7 will commence a full audit of the batch in which the discrepancy was found.
3. Element 7 will notify licensing authorities and local law enforcement within 24 hours of discovery of a significant discrepancy. A significant discrepancy in inventory means a difference in actual inventory compared to records pertaining to inventory of at least \$2,000 or 2 percent (2%) of the average monthly sales of the licensee, whichever is less.

Element 7 will notify the licensing authority and local law enforcement within 24 hours of discovery of any of the following situations:

- Element 7 discovers a significant discrepancy in its inventory.
- Element 7 becomes aware of or has reason to suspect diversion, theft, loss, or any other criminal activity pertaining to the operations of the licensee.
- Element 7 becomes aware of or has reason to suspect diversion, theft, loss, or any other criminal activity by an agent or employee of the licensee pertaining to the operations of the licensee.
- Element 7 becomes aware of or has reason to suspect the loss or unauthorized alteration of records related to cannabis goods, customers, or the licensee's employees or agents.
- Element 7 becomes aware of, or has reason to suspect, any other breach of security.

9. Customer Records

Local and State regulations identify the need for record keeping in order to facilitate the successful tracking and tracing of cannabis and cannabis products and cash and currency. Element 7 implements record keeping policies that meet or exceed local and state requirements across all of its operations – all records will be kept for 10 years which exceeds State regulations.

Customer Records

Customer records include the intake records for new patients, primary caregivers and customers, verified government issued identification and physician recommendations, transaction histories and any other data and information

collected by Flowhub when a customer or patient makes a purchase at the facility. These records and data will be maintained on a physical media device that is securely stored on-site, as well as on Element 7's cloud-based storage.

10. Financial Records

Element 7 utilizes a software system (Flowhub) that provides point of sales data that can provide historical transactional information and records for inventory and cash. All sales and inventory data and records are considered financial records and will be maintained on Element 7's data storage systems.

Financial records also include Element 7's owner, operator and employee registry that will maintain a current list of names and contact information of individuals owning or holding an interest in Element 7. Financial records also include ledgers, books of business, financial accounts, data and documents related to its commercial cannabis retail activities. All written accounting or cash ledgers, receipts, credit card transactions and reimbursements, including operational expenditures and costs will be maintained for a minimum of three years.

The Town Manager will have access to these records and Element 7 will facilitate any audit or investigation that the Town Manager may perform. Records requested by the Town Manager will be produced and submitted to the Town Manager within 24-hours of his or her request. Any records of loss (financial, data, product) will be immediately notified to the Town Manager and Chief of Police within 24-hours of such discovery.

Annual Filings

Element 7 will comply with the Town's regulations and will file a sworn statement each year, detailing the number of sales Element 7 conducted during the previous 12-month period. The statement will include gross sales provided one a per month basis, including gross sales for each month and all applicable taxes paid or due.

Annual Audit

Each owner and operator of Element 7 will submit to a financial audit of the business' operations that will be conducted by an independent CPA.

External Auditing

A third-party audit, regulation and compliance management team will ensure that all operations are in adherence to both Town and State Laws regarding all aspects of the cannabis operations. Any standards will meet or exceed Town and State Regulations and any changes must be approved by the Head of Regulation and Compliance. Element 7's preferred external audit team is the Marcum Group.

Staffing Changes

Element 7's General Manager will notify the designated Town Official and Police Department Representative within three business days of any proposed staffing changes.

11. Building Security, Monitoring and Safety and Surveillance

Element 7 has forecasted in its budget for a range of security hardware, software and human personnel - our goal is to exceed Town and State measures for security compliance and management.

The Security Department is critical to the success and well-being of the facility and has four overarching responsibilities that fulfill the primary role of the department. They are:

- Safeguard cannabis products at every stage, from receipt of the cannabis to its eventual sale;
- Protect the facility property, confidentiality and assets from theft, damage, or acts of vandalism; and
- Maintain a safe and secure environment that ensures the well-being of staff, patients, customers, and visitors.
- Monitor, maintain, and upgrade (as necessary) a comprehensive security system and plan.

Intrusion Detection and Alarm System

The facility will operate with a centrally-monitored fire and burglar alarm system that is monitored by Bay Area Alarm, an alarm company properly licensed by the State of California Department of Consumer Affairs Bureau of Security and Investigative Services in accordance with California Business and Professions Code Section 7590 et seq. and whose agents are properly licensed and registered under applicable law.

Intrusion Detection devices will be installed at all entry points and motion detectors will be installed to cover all areas of the Facility. Bay Area Alarm will monitor the alarm system and perform a monthly service on the system. The system will be put into test mode and tested at least once a month for any failures. In addition, the alarm system will have an audible interior and exterior alarm system in place.

Response Protocol for Alarm System

In the event that the alarm system is triggered, the following will occur:

1. A Dispatch Vehicle from the Alarm Company will be sent to the Facility;
2. The Alarm Company will text and call both Element 7's Head of Security AND the General Manager;
3. In the event that the Head of Security or the General Manager advise that the Alarm is a False Alarm, the Alarm Company will still attend to the Facility to ensure that no person is being held under duress;
4. In the event that the Head of Security or the General Manager advise that the Alarm is NOT a False Alarm, local law enforcement authorities will be notified;
5. A report of the situation will be logged once the alarm has been resolved.

Video Camera and Building Surveillance Plan

All video surveillance will be monitored by security personnel from the Check-in Lobby Room with active monitors displaying all cameras. Security personnel will have direct contact lines to local law enforcement authorities to report any suspicious activities and/or emergency situations. The Town of Fairfax Police Department or a Department representative will have access to all security video monitoring systems.

Panic/duress alarms will be in multiple locations in the Facility – Lobby, Loading Bay, Check-In Lobby Room, and Storage Room. All staff will be trained on the proper use of panic/duress alarms and the processes that follow if a panic/duress alarm is activated.

Daily surveillance reports are created and stored by the security personnel which are then shared with the General Manager for review. All reports will be available to the Town of Fairfax Police Chief at any time.

The digital video surveillance system will have a minimum 100' of night vision capability, resolution of 1280 × 720 pixels, 80 pixels per foot and 100 pixels per foot for internal and external targeted viewing areas, record at a minimum of 15 frames per second, and recordings will be HD and in color. Recorded images will clearly and accurately display the time and date. Time will be measured in accordance with the standards issued by the United States National Institute of Standards and Technology. Additionally, the system will be equipped with a failure notification system that provides notification of any interruption or failure of the system and storage devices.

In the event that our alarm system is down, our keypad will notify us via (sound alert and/or message on the keypad window) indicating that it has a trouble condition for a "failure to communicate" or "phone line fault". This will require that an Element 7 Manager test the system with the central station prior to scheduling a service call. Testing the system will help us identify whether the problem still exists or whether it was a momentary glitch. If our system keypad indicates that it has lost power, an Element 7 Manager will notify the contracted alarm company that we are conducting a test of the system. If the system does not "reset" a service order will be submitted to the contracted alarm company.

Security cameras will be installed on the property, maintained in good condition, and will provide a clear, unobstructed view of the parking area, all entrances, loading areas, bays, windows and any other areas as determined by the Town. Cameras will be placed in fixed positions that allows clear recording from 20 feet of all points of entry and exit on the premises. Prior to installation, both exterior and interior camera systems will be approved by the Police Chief.

The entire interior and exterior of the Facility will be protected and monitored by 24-hour video surveillance in the Check-In Lobby Room. Areas that will have security surveillance cameras include all interior spaces within the facility which is accessible to the public (Lobby and Retail Floor), all interior spaces where cannabis, cash or currency is being stored and all interior spaces where diversion could reasonably occur.

All regular surveillance will record continuously 24 hours per day and stored on hard disc for a minimum of 90 days. The storage device on which surveillance recordings are stored will be secured in a manner to protect the recording from tampering or theft. The surveillance-system storage device and cameras will be remote accessible through transmission control protocol (TCP).

The system will be capable of recording video in standard MPEG formats for transfer to another format such as DVD or USB. We will maintain a log of all person(s) who have accessed surveillance recordings—access to recordings are granted to Owners, the General Manager and Head of Security.

In addition, all security systems at the site are attached to an uninterruptible power supply that can provide continuous power.

External Facility Lighting

The front and rear of the Facility will be equipped with security lighting as approved by the Town. The entrance and rear of building lighting will be continuously illuminated. Each light will provide at least 1-foot candle intensity.

The Facility will be lit by exterior lighting between the hours of dusk and dawn, 365 days a year. There may be occasions (e.g., inclement weather) when the lights are required to be used during the day, which will be at the judgement of the General Manager. All outdoor lighting used for security purposes will be shielded and downward facing. In any case, we will adjust our external lighting to the Town of Fairfax's guidance.

We will be using LED 4000K Flood Lights supplied by GE. These lights offer 11 years of light life (50,000 hours) and are widely used to illuminate similar buildings in the industry. The LED lighting solution selected considers security and safety requirements, design, energy efficiency (reduced carbon footprint) and a uniform distribution of light (to aid security cameras and minimize 'dark areas' which become potential security breaches).

The lights have a die-cast aluminum housing and a slim architectural design that incorporates an integral heat sink and light engine, ensuring maximum heat transfer, long LED life and a reduced Effective Projected Area (EPA). Lights meet 2g Vibration level per ANSI (C136.31 – 2010). The lights are rated at -40 degrees to 50 degrees Celsius and are fully compliant with all industry standards. The lights will be mounted on the building exterior and wired with cable to the building power.

Security Equipment - Equipment Inspections, Maintenance and Testing

All surveillance cameras will be inspected daily by the security officer. During daily inspections, cameras will be tested via monitor surveillance testing. Inspections include making sure each camera's view remains unobstructed and recordings are being uploaded to the physical storage device and the cloud-based data system. In the event that a camera's view is found to be obstructed, security officers are authorized to remove the obstruction.

Cameras that are found to be malfunctioning will be replaced or repaired, whichever can be done immediately. When a camera is being replaced or repaired by our contracted security surveillance contractor, supplemental security measures will be deployed to ensure that secure and compliant operations are maintained until the camera is replaced or repaired.

Logs pertaining to security surveillance camera inspections, maintenance and testing will be maintained on file for two (2) years.

Sourced Equipment

- PELCO Network Evideo Recorder, Supports up to 128 IP Camera Streams
- High Definition 1080p resolution (Full HD) live display equivalent to Mega Pixel IP System/ Audio / D1 Full Resolution Recording / FAST INTERNET REMOTE VIEW / H.264 CODEC / Pentaplex / HDMI
- 3000 GB SATA Hard Drive
- Low Light, High Definition 1080p resolution equivalent to 4 Mega Pixel IP camera with 3.7mm Megapixel lens, 3DDNR, SENS-UP, BLC, DC 12V
- High Definition 1080p resolution equivalent to 4 Mega Pixel IP camera, Waterproof Large Bullet IR with 2.8~12mm VF Megapixel lens, low light, 80 IR LED range up to 200 ft, 3DDNR, SENS-UP, BLC, DC 12V,
- HD, multi-directional, 1080p resolution equivalent to 4 Mega Pixel IP dome cameras
- 40" LCD VGA Monitor with 1680x1050, 1 22" LCD VGA Monitor with 1680x1050
- Lock Box with keys and internal fan to Keep System Cool and last long Standard (BW-200 20"Wx20"Dx8"H)
- Video Printer

12. Building Internal Access Plan

Element 7 has designed its facilities in a manner that provides for controlled contact and access to cannabis and cannabis products, cash and currency, and other sensitive records and materials to prevent diversion, theft, loss and other related criminal activity that may put its operations, employees and the surrounding community at risk.

Main Facility Access

The front of the facility will have a Lobby which will be manned by a Security Guard during all hours of operation (seated within the Check-In Lobby Room). This person will facilitate age and identity verification, as well as new patient and customer intake. All persons must present their ID Card and sign-in to the Facility at this point. Any persons without a valid ID Card will be asked to leave the facility immediately.

Limited Access Areas

Element 7 will ensure that any person on the business premises, except for employees and contractors of Element 7 are always escorted by at least one employee of the licensee.

- Element 7 will establish limited-access areas and permit only authorized individuals to enter the limited-access areas.

- An individual who enters the limited-access areas will be at least 21 years of age.
- Element 7 will maintain a log of all authorized individuals who are not employees that enter the limited-access area. These logs will be made available to licensing authorities upon request.
- Element 7 will not receive consideration or compensation for permitting an individual to enter the limited-access area.

Product and Facility Access Protocols

Cannabis or cannabis product will not be stored, kept, or otherwise, accessed from outside the building. Loading and unloading of cannabis or cannabis products is allowed during business operating hours only and must be completed at the rear of the building. All cannabis present or kept at the premises will be securely stored against both unauthorized access as well as theft.

A Safe with a UL-Approved safe with a fire rating that is 2-hour and 1,700 degrees F or better rated with a complex locking device only known to the General Manager will be installed at the Facility. The CEO for Element 7 will also have access to such safe.

The overall design of the security plan is based on Levels of Access designation, with levels assigned to each person and situation, setting the basis for control and access. This system provides the following benefits:

- Assists in outlining access rights to be administered and monitored;
- When combined with rules and policies it delineates clarity for purposes of compliance and enforcement; and
- System allows for training of employees and staff with ease of operation assisting with enforcement.

Security Level Access System

Level 1:

Employee and customer parking zones
Lobby

Level 2:

Staff Toilet

Level 3:

Check-In Lobby Room

Level 4:

Secured Storage Room

Level 5:

Vault – this Vault will be a UL-Approved safe with a fire rating that is 2-hour and 1,700 degrees F or better rated with a complex locking device only known to the General Manager and the Head of Security of Element 7.

Employees will be designated a Level of Access based on their job scope, title and responsibilities. They will then be assigned a personalized security pass (with name, photo and Access Level boldly displayed) for movement within the Facility. Every employee will be trained on Element 7's strict "anti-piggybacking" rules and procedures which prevent unauthorized persons accessing areas within the Facility that they are not approved for.

Anybody caught in an Access Level beyond their assigned level will be immediately taken to a meeting room with the General Manager for an explanation and investigation of consequences of such security breach. Any serious breaches could result in immediate suspension and up to termination of the employee from the Facility. All security passes given to employees must be returned to the on-site security guard prior to exiting the facility.

Employee Badges

Element 7 will be issuing employee badges in compliance with state regulations (California Code of Regulations, Title 16, Division 42, Section 5043. Employee ID badges will include the following:

- Element 7 name and license number
- Employee's first name
- Employee number exclusively assigned to the employee for identification purposes
- Color photograph of the employee clearly showing the full front of the employee's face, at least 1 inch in width and 1.5 inches in height

All Element 7 issued employee badges will be laminated and worn on Element 7 issued ID clip. Element 7 policy requires that employees wear IDs at all times while at the facility. Element 7's Facility Supervisor will issue employee badges and maintain all related documentation on Flowhub.

In the event that an employee forgets or misplaces his or her badge, the employee will be required to get a temporary badge from the Facility Supervisor. In cases where an employee loses his or her badge, a formal report must be made to the Facility Supervisor and a new badge will be issued. Any authorizations attributed to the lost badge will be suspended. In some cases, disciplinary action will be taken against employees who misplace, forget or lose their badges.

Visitors and Third-Party Security Measures**Electronic Access**

Element 7 has chosen to implement a comprehensive Electronic Access Control system (i.e. Biometric, RFID, Smartcard) which will be installed throughout the facility. All employees, management, and visitors will be required to wear an identification badge/card for specific access. These Electronic Access Control systems will be

continuously monitored. Element 7' security personnel will track the movement of employees and visitors throughout the facility using human surveillance, video surveillance and Electronic Access and Control monitoring. Attributes of this platform include:

- Dual factored authorization and authentication measures – Contact and Control Card (CAC) and Biometric Fingerprint;
- Access Privilege - based upon employee's duties and roles;
- Contact and Control Card lockout times;
- Continuous Monitoring and Recording of Access Entry/Exit; and
- Biometric restricted access to Limited and Restricted Access areas.

Integrated Visitor Management System

In addition to the above visitor security measures, Element 7 also has an in line a security system that will secure its facility with technology similar to that of the United States military. Specifically, and at a minimum, the following protocols will be administered:

- Real-time monitoring and management of audio and video verification systems;
- Managed access control and on-line visitor management capabilities;
- A detailed & calculated approach to visitor security, risk assessment and threat mitigation;
- Visitor sign-in kiosk and badge printing;
- On-line visitor reports;
- Visitor check-in email notifications; and
- Visitor sign-out kiosk for badge return.

Visitor Badge Access

In the event Element 7 allows any outside vendor, state inspectors, contractor, or visitor (collectively, "Visitor") to access the facility, each visitor must have written authorization from a Type I Badge/Cardholder or the appropriate state/local authority prior to entering the facility.

Visitors who have been authorized, in writing, to enter the facility by the appropriate state/local authority must obtain a visitor identification badge from an Element 7 security team member prior to entering the facility. To obtain a visitor ID badge, the visitor must be present and provide a valid proof of identification and state the purpose of the visit. The security guard will maintain a visitor log (mentioned above), which will include the name of the visitor, date, time and purpose of the visit. This log will be available to the BCC, CDPH, CDFA and/or local authorities at all times during operating hours and upon request.

A facility employee will escort and monitor the visitor at all times while the visitor is in the facility. The visitor identification badge will be visible at all times. Element 7 requires visitors to return the identification badge to an Element 7 employee and sign-out at the visitor kiosk upon exiting the facility.

Issuing Procedures

Security Guard will properly identify the visitor and verify they have proper written authorization to access the facility. The guard will enter the individual into the Visitor Management System and Visitor Log, issue the proper Visitor ID Badge and instruct

them on Element 7 visitation policies. The visitor identification badge must be visibly displayed while the visitor is in the facility. The guard will assign a facility employee to remain with the visitor until he/she exits the facility. Upon departure, the visitor is logged out, and the log will be available for inspection by the Department (s) or other appropriate authority.

13. Cyber Security Plan

Element 7 implements cyber protection measures across all its facilities. This includes policies and procedures pertaining to Passwords, regular system and application updates, daily data back-up and the monitoring of customer-only WLAN networks. Element 7 has a cybersecurity consultant who will perform regular IT and network maintenance and security sweeps to ensure that its network is not breached.

In order to secure the facility's networks, the facility will be using both a physical media storage device and a secure, cloud-based data back-up system for all its critical and sensitive data and information. Element 7 will have two separate Wi-Fi networks: one for operations and the other for guests. Element 7's network is a secure Wi-Fi network that utilizes WPA2 encryption. It can be remotely accessed through a secure VPN by authorized owners and employees. The facility will be outfitted with the necessary firewalls that provide protection against cyber threats.

All measures to secure and protect data and network security protocols will meet UL Standards.

Cybersecurity and Personal Electronic Device Use Policies

Cybersecurity ensures that proprietary and confidential information, such as customer records, company data and records and networks are secure at all times. Our Company has contracted a professional cybersecurity professional to develop a cybersecurity plan, source equipment and technology, install, repair, maintain and monitor all cybersecurity devices and systems.

Securing Networks and Cloud Services

Our network will consist of two separate networks: one for employees and customers, and another for confidential customer and Company records and data. We will be using two Virtual Private Networks that are supplemented by strict WIFI and personal electronic device Use policies. Our networks will be separated from the public internet through the use of:

- Strong User Authentication Mechanism
- Policy enforcement Systems: Firewalls and Web Filtering Proxies
- Anti-virus Software
- Intrusion Detection Systems

The boundaries of our networks will be evaluated to determine the most efficient types of security controls to secure our data, records and customer confidentiality. Border routers will be configured to only route traffic to, and from, our public IP addresses, and firewalls will be deployed to restrict traffic only to, and from, the minimum set of

necessary services. Intrusion prevention systems will be configured to monitor for suspicious activity crossing our network's perimeter. For our cloud-based data storage system, we will have back-up and restore services, as well as sophisticated data encryption.

Secure and Encrypted Cloud-Based Data System: Tresorit

Our Company relies heavily on deliberate and secure data encryption and storage technology to protect our data, assets, and the confidentiality of our customers. In order to facilitate secure data storage, we rely on Tresorit. Tresorit provides end-to-end encryption for file sync and sharing through zero-knowledge encryption and cross-platform support. Based out of Switzerland, where neutrality and data laws are advanced, Tresorit provides cloud-based data storage across multiple compliant Azure Data Centers in the EU, US, Canada and the UK. It is also ISO 27001 certified and complies with GDPR, HIPAA and other security and data protection requirements. The key attributes of Tresorit, which services our need for security and data encryption are:

- **Public Key Cryptography:** every file on Company-issued devices are encrypted using an Advanced Encryption Standard Algorithm using 256-bit keys before files are uploaded to the cloud. This also ensures that files are not decrypted on Tresorit's servers. Key sharing is based on RSA-4096 with OAEP padding scheme, used in group mode, and PKI certificates, combining it with a tree of symmetric keys.
- **Zero Knowledge Tech:** Not even Tresorit can access files. Only individuals or organizations with permissions to access files will be able to download the file and access the content on the file.
- **Client-Side Integrity Protection:** Message Authentication Codes are applied to each file uploaded onto the cloud which guarantees that files cannot be modified without our cybersecurity team knowing. Authorized employees with permission to access our Tresorit account/files will be prompted to deploy their Company-issued Message Authentication Code (MAC), which is a key known only to the authorized employee accessing the account, but not with the server.
- **Centralized control over Company Data and Records**
- **Define security policies:** our cybersecurity team will apply policy templates to sets of authorized users and customize each template for the permissions of each authorized user. This includes 2-step verification, IP Filtering, Timeout policies, allowed devices and sharing policies.
- **Monitoring devices and User statistics:** the cybersecurity moderator will be able to monitor and decide which devices across our facilities will have access to our account— this designates specific devices where authorized users are allowed to log-in.
- **Revoking Access to Users and Devices:** the cybersecurity moderator will be able to revoke access to specific users and devices in cases where passwords and devices are compromised.

- Restore data lost due to ransomware: ability to easily restore files lost or compromised due to a malware attack or accidental deletion.
- Secure Data Server Infrastructure: 24/7 monitoring and physical security, redundant storage and continuous patching
- Certified Microsoft Azure Data Centers: ISO27001:2005, SSAE 16, GDPR and HIPAA Compliant
- Non-convergent Cryptography: dedicated to state-of-the-art encryption and security, to ensure that our data is not scanned for similar content on cloud accounts of other Tresorit account holders.
- Secure cloud-storage

Aegis Secure Key Flash Drives

Internal records, files and data, as well as personal information of customers will also be encrypted via built-in 256-bit AES XTS Hardware Encryption through the Aegis flash drive. This storage device will be maintained on-site, within the Main Office's secure vault. Access to the files on this device is limited to those authorized individuals with the encryption key, which is needed to decrypt the files. Individuals with such authorization are the owners and the Head of Security. The Aegis Secure Key can be configured with independent User and Admin PINs, making it an ideal device for corporate and government deployment. Should the User forget his or her PIN, the drive can still be unlocked with the Admin PIN after which, a new User PIN can then be created.

In case data stored on the drive needs to be inspected or audited, the device has two (2) Read- Only Modes, which is ideal for applications that require data to be preserved in its original, unaltered state and can't be overwritten or modified. One is set by the admin in the admin mode and can't be modified or disabled by anyone other than the admin. The second read-only mode can be set and disabled by a user but can also be overridden by the admin as well.

Passwords and User Authentication

Our systems typically require two-factor authentication, which requires two types of evidence in authenticating user identity. Instead of just using static passwords, our systems will use a combination of system generated passwords and access ID's that will be issued to employees upon completion of their required training. System generated passwords will be changed periodically and at various intervals.

Encrypted WIFI

The facility will have a Wireless Local Area Network (WLAN) for the use of customers, visitors and employees. The WLAN will be kept separate from our Company's network so that public network traffic will never coincide or infiltrate our internal systems. The internal non-public WLAN will require unique credentials with preset expiration dates and will utilize Wi-Fi Protected Access 2 (WPA2) encryption.

Since our facility will be processing customer orders from our App and Website, we will secure a Secure Sockets Layer (SSL) Certificate that ensures all transactions are secure and data remains encrypted.

Systems and Applications Updating

All systems and software, including networking equipment, will be updated in a timely fashion as patches and firmware upgrades become available. Company policy requires the use of automatic updating services whenever possible, especially for security systems such as anti-malware applications, web filtering tools and intrusion prevention systems.

Safe Web Browsing and Personal Electronic Device Use

Our employee handbook outlines personal electronic device use guidelines that restrict the use and access of cellphones, tablets and laptops while at the facility. Employees will have access to the Public WLAN and will not be allowed to download or stream videos, movies, and music at any time. This policy also covers social media access and use, which instructs employees that they should not be on social media while at the facility. Public WLAN settings restrict the bandwidth of the network which significantly decreases the speed of the network that a customer or an employee can access. This prevents malicious software and intentional breaches to security through compromised devices or browsers from infiltrating the public WLAN.

Safe Use Flash Drive

Our cybersecurity policies include a Safe Use Flash Drive guideline that instructs employees to use only those flash drives that have been issued by the General Manager.

Emails

Email is an integral component of any business. Our Company has developed policies to protect the security and integrity of our email account by enabling email filters and anti-virus programs. To protect Personally Identifiable Information (PII), our email account will utilize email encryption. Employees will also be instructed to restrict the use of PII in internal and external emails. To facilitate the transfer of significant data exchanges in a secure manner, we will be using Tresorit, which provides secure and encrypted data exchange.

IT Security Training

A strong IT security program must include training IT users on security policy, procedures and techniques, as well as the various management, operational and technical controls necessary and available to keep IT resources secure. In addition, IT infrastructure managers must have the skills necessary to carry out their assigned duties effectively. Failure to give attention to the area of security training puts an enterprise at great risk because security of business resources is as much a human issue as it is a technology issue.

Employees will be appropriately trained in the proper IT system handling and internal policies and procedures. This includes keeping software and applications updated, proper password usage, data back-up, antivirus protection, and reporting incidents. Employees will also be trained on data that is typically considered sensitive information:

- Government issued identification numbers (social security numbers, driver's license numbers, etc.)
- Financial account information (bank account numbers, credit card numbers)
- Salary Information
- Passwords

Training will also cover security policies for accessing and transmission of such data and records, including secure databases, emails, file transfers, encrypted electronic media and hard copies. Data

privacy and security related materials, including updates to internal policies and procedures will be disseminated to employees via Company facilitated communication.

Sourced Equipment (Equipment Specs in Exhibit J- Building Enhancements)

- Firewall with IPS and DLP enabled functions, Layer 7
- SSL / VPN (Virtual Private Network)
- Tresorit – Data encryption, secure file sharing, and secure cloud storage
- Aegis Secure Key 3z – Hardware Encrypted USB 3.1 Flash Drive
- Penetration Testing
- WLAN

14. Other Security Measures

Aside from the requisite security requirements of the Town and the State, Element 7 has additional security policies and procedures that will ensure that safe and compliant operations of Element 7 in Fairfax.

Storage Procedures

The Facility will have a strict storage process and policy to prevent the diversion and theft of cannabis. All processed and packaged products will be immediately bar coded and moved to the locked secured Storage Room that will have 3 central storage areas – ambient storage, cold storage, and storage vault. Access to this room will be strictly limited and implemented in line with the Facilities 'Level of Access' policy. Staff will only be able to access certain areas within the building based on their approved security access status.

Product Security

- Element 7 will limit the access of employees within the business premises to those areas necessary to complete job duties.

- At least two (2) employees will be present whenever cannabis is present or being handled; when possible, one employee will be the supervisor of the other.
- Element 7 will not store cannabis outdoors.
- The employee bathroom will be separated from any and all cannabis storage areas.
- All bathroom facilities will remain locked and under the control of management.
- No personal bags, purses, backpacks, or items that can be used to conceal cannabis or cannabis goods will be allowed in any area where cannabis or cannabis goods are present.
- Element 7 will dispose of cannabis waste in a secured waste receptacle on the licensed premises. Public access to the designated receptacle or area is prohibited.
- Element 7 will secure and back up electronic records in a manner that prevents unauthorized access and that ensures the integrity of the records is maintained.

Door Security

All exterior doors will remain locked and be accessible for operation by employees only, and all windows will be secured against entry from the outside. Exterior doors will be properly equipped with panic hardware as required by all applicable state codes.

All external doors on site will be heavy-duty reinforced security doors. All internal doors will be sealed and heavy-duty interior doors. We will use commercial-grade, non-residential locks on all points of entry and exit to the premises in accordance with the approved security plan in accordance with the Fairfax Municipal Code. All doors will remain locked from the outside to prevent unauthorized ingress. Ingress will be allowed by means of a remote release operated from within the location.

In all cases, doors will be able to be opened from the inside to allow egress without the use of a key or special knowledge. If installed, access-controlled egress doors will comply with Section 1008.1.3.4 of the California Building Code. Windows and roof hatches will be secured from the inside with bars so as to prevent unauthorized entry and will be equipped with latches that may be released quickly from the inside to allow exit in the event of emergency in compliance with all applicable Codes.

Employee Theft Reduction Measures

No person may be an employee of the facility whose Live Scan results reveal the conviction of a crime involving the illegal distribution of narcotics within the last seven years, dated from time of conviction, or if the conviction required incarceration, the time of release, whichever is later - in addition to violent felonies, or crimes of moral turpitude (no time exclusions).

Our Levels of Access protocol which guides who can access which areas within the Facility, and the use of Swipe Cards and Bio-Scans, will significantly eliminate the risk of theft and diversion. Our Inventory Management processes and Product POS systems further control access to the product and how cash and products are managed.

Element 7 recognizes that some cases of diversion, theft and loss is due to internal mismanagement. In order to deter employee theft, Element 7 will implement the following employee theft reduction measures.

- No personal items or bags, that do not fit into the Company issued clear case, can be brought outside of the locker room area.
- Employees will be required to log in and out from Company time tracker.
- Employees will be required to use their Company issued key cards to enter into and exit the facility.
- Security Officers will perform spot and bag checks before employee's leave the premises.
- Entry/Exit of employees will be monitored by video surveillance, time tracking software, Employee badge cards that permit access to limited access areas, as well by visual surveillance by the security officer.

Minors

Persons under the age of twenty-one (21) years shall not be allowed into the Facility at any time or for any reason (unless they are aged 18 and have a medical recommendation). No person under the age of twenty-one (21) shall be offered any form of work or employment at the Facility. The Facility shall be clearly and legibly posted with a notice that no person under the age of twenty-one (21) years of age is permitted to enter (unless they are aged 18 and have a medical recommendation).

All persons entering the facility will be screened, registered and validated to ensure they are 21 years of age, or older *unless the individual is 18 year old (and above) with a valid physicians recommendation and ID card.* This will be conducted by:

1. A primary inspection of all government-issued ID Cards by the Security Guard posted at the front door of the premises.
2. A secondary inspection of all government-issued ID Cards by Concierge Staff who will then create an Online Patient Profile with the patient – scanning their license and recording their name, address, phone and email which will then be stored at an off-site server for HIPAA Compliance. ALL new patients will be required to then complete a 3-part online education form educating them on the potency, absorption speed and effects of cannabis products.
3. A final inspection at the point of purchase of any products.

Diversion

Element 7 has a zero-tolerance policy for theft. If an employee is caught stealing or attempting to divert medical cannabis, he/she will be terminated immediately and referred to the relevant local authorities.

Element 7 will actively seek law enforcement involvement and seek to have criminal charges imposed against any employee stealing or diverting medical cannabis and will cooperate with the local police department in investigating any such activity. Employees found to be diverting medical cannabis are subject to arrest, prosecution, fine, imprisonment and will be punished to the fullest extent of the law.

Display of Permit (Licensed Legal Facility Notice)

The original copy of any Cannabis Business Permit issued by the Town shall be posted adjacent to the Lobby Entrance located at the Facility. This is for staff and customer safety.

Element 7 understands that Permits will be required to renew every 12 months. Filings will be placed at least 60 days before the existing Permit expires. All applicable planning, zoning, building, and other applicable permits from the relevant governmental agency which may be applicable to the zoning district in which such commercial medical cannabis business intends to establish and to operate shall be obtained by Element 7 prior to any operations commencing.

Emergency Contacts

A list of emergency contacts will be listed at the Facility to include local Police and Fire Departments, Utility Providers, Health Care and Hospitals, and the General Manager. In addition, Element 7 will identify a designated representative /liaison to the Town of Fairfax, who will be reasonably available to meet with the Chief of Police regarding any security related measures and/or operational issues.

Summary

Element 7's integrated security management plan is designed to allow for:

- Operational intelligence for better decision making
- Improved real-time response in the event of a threat
- Smarter business planning and resource allocation across the business
- Increased flexibility for future growth and adaption
- Reduced risk to staff, customers and business assets
- Enhance our ability to comply with regulatory requirements
- Lower our operational and life cycle business costs
- Provide a safer working, operating and shopping environment

We are confident that with GSG and Corey's expertise with cannabis security operations and partnering with a local security company and alarm system management company, that we can operate a business that puts security at the forefront of our business strategy, and will provide the framework that exceeds the expectations of local law enforcement who we are eager to partner with.



GSG Protective Services

A MEMBER OF GLOBAL SERVICE GROUP
"We're not just customer focused, We're customer obsessed."

December 2, 2019

Town of Fairfax
Planning Department
142 Bolinas Road
Fairfax, California 94930

TO WHOM IT MAY CONCERN

This letter is to certify that Element 7 has hereby appointed GSG Protective Services as their licensed provider for all security related matters required by the Town of Fairfax (as per the required Safety Plan and Security Plan), and the State of California (including the Bureau of Cannabis Control), for cannabis operations for Element 7 Fairfax at **1930 Sir Francis Drake Blvd., Fairfax.**

GSG Protective Services is a State Licensed Private Patrol Company.

GSG Protective Services has reviewed and approved Element 7's Security Plan with our inputs incorporated into the plan, as Element 7 have attached herein. Our review covers all Security, Fire Safety, and other Safety measures within our scope of expertise.

If Element 7 is awarded a license, we would envision working with a local set of suppliers and entities with regards to the provision of security hardware and guards for the management and safety requirements of the business.

If any further information is needed regarding the security for this company or anything in the plan attached, please do not hesitate to contact me at corey@gsgprotective.com.

Kind Regards,

Corey English, President
KKOL Inc. DBA GSG Protective Service CA Inc.
License: Private Patrol Operator #15645
Cell: (310) 425-5316

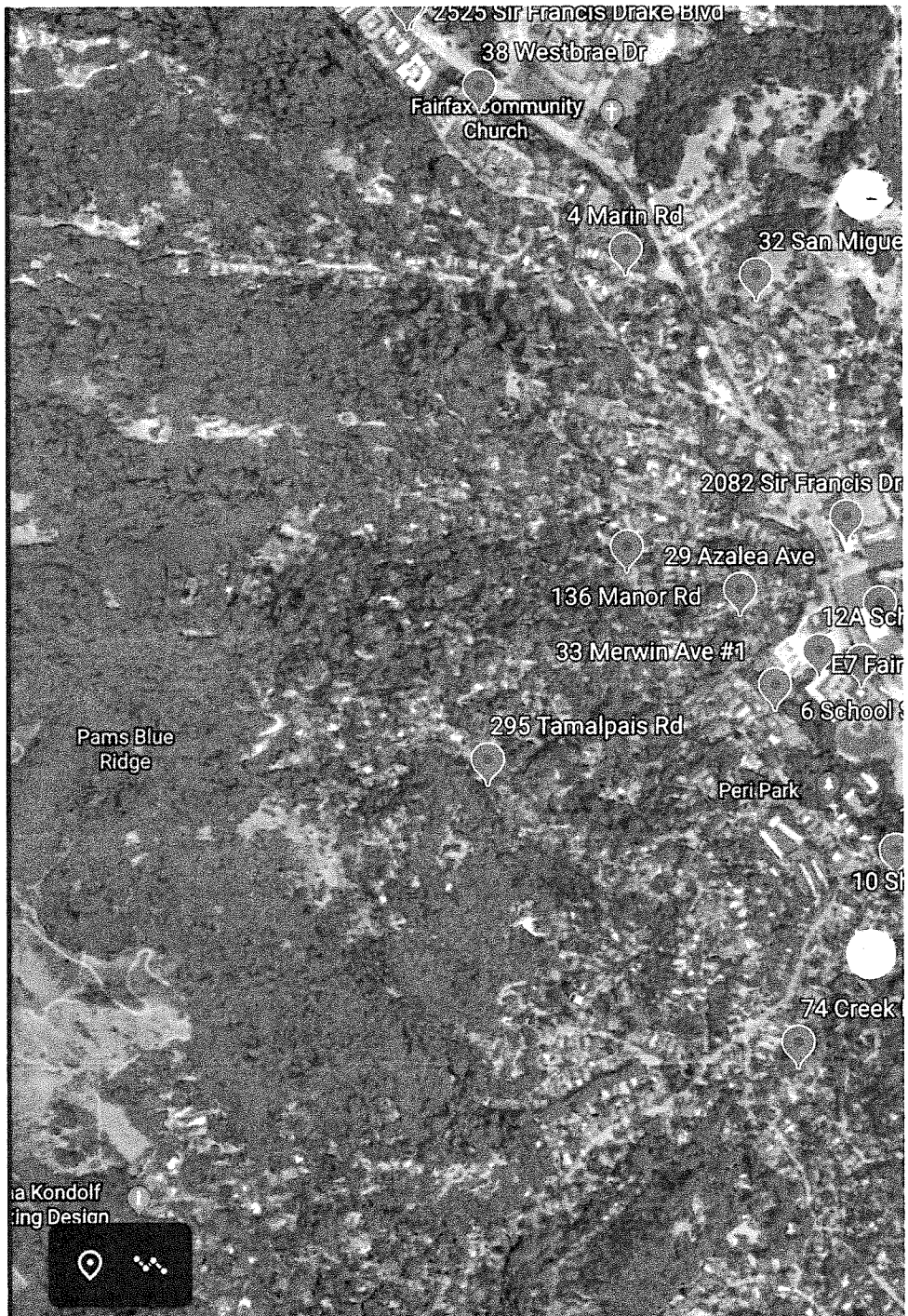
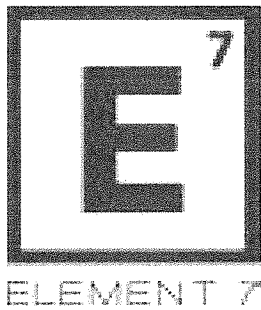
REMEDY

FAIRFAX

SECTION 15
LETTERS OF SUPPORT

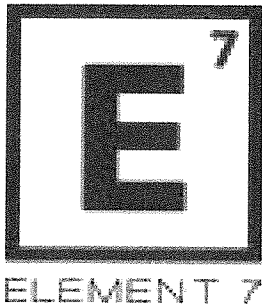
LETTERS OF SUPPORT FROM THE FAIRFAX COMMUNITY

TOTAL VIEW OF LETTERS OBTAINED



LETTERS OF SUPPORT FROM THE FAIRFAX COMMUNITY

IMMEDIATE VIEW OF
LETTERS OBTAINED

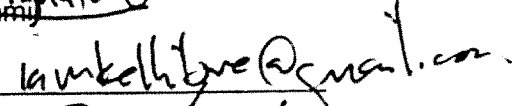

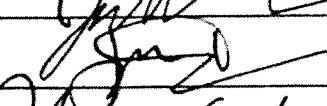
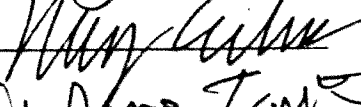
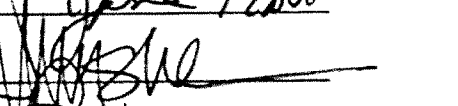
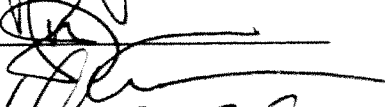
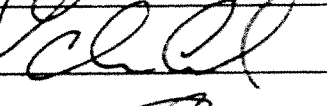
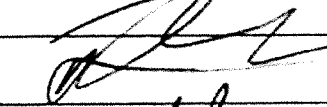

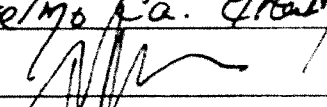





**Support Letter for E7 Fairfax and Nicolas Pommier
1930 Sir Francis Drake Blvd. Fairfax, Ca 94930**

I am signing to voice my support of a retail cannabis storefront at 1930 Sir Francis Drake Blvd. in Fairfax Ca.

I believe that under the direction of Element 7 and local businessman Nicolas Pommier, this particular storefront will deliver vital funding to our town through the taxation of cannabis products, while ensuring that all state laws and community expectations are honored to the highest degree possible.

I trust Mr. Pommier and Element 7 to operate an exceptional business that supports the financial needs of our town, the health of our individuals, the security of our families, and the priceless nature of our community's unique character

Name	Address.	Signature
1) Maureen Smith	71 Willow Tx 94930	
2) Zachary Aleman	202 Arbinette Ct. 94947	
3) Stanelo Hyams	19 BARBER AVE TX	
4) Jasper Thelin	box 434 wood	
5) Mary Edwain	560 SA ave SA	
6) JESSE Lewis	38 geary ave	
7) EMILY NEUMER	28 LAUREL AVE	
8) Ken Spillar	PO Box 502 94438	
9) WILLIAM WAYLAND	224 BROOKSIDE DR. SAN ANSELMO, CA	
10) CHRIS CONRAD	185 SCENIC RD	
11) Louise Brumell	2378 SIR FRANCIS DRAKE	
12) DAIGN KESSLER	2374 sirfrancisdrake	
13) Greg Pera	72 Angela Ave San Anselmo	
14) Alex M. Ganga	5 Quail Way, San Anselmo, Ca.	
15) Jani Sander	18 Von Court Fairfax	

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Name	Address.	Signature Email Nicksdojo@gmail.com
1) <u>Nick Pommier</u>	<u>15 Rowland Ct</u>	<u>Nicksdojo@gmail.com</u>
2) <u>Lisa Hunt</u>	<u>26 Claws Cir</u>	<u>[Signature]</u>
3) <u>Fredi Bloom</u>	<u>27 Claws Dr.</u>	<u>[Signature]</u>
4) <u>Tyla Fry</u>	<u>26 Tyla Dr</u>	<u>Ty Fry</u>
5) <u>MICHAEL POW</u>	<u>246 Fruituck</u>	<u>[Signature]</u>
6) <u>[Signature]</u>	<u>8 BERRY LN</u>	<u>[Signature]</u>
7) <u>[Signature]</u>	<u>145 Francis Dr</u>	<u>[Signature]</u>
8) <u>[Signature]</u>	<u>204 San Francisco Blvd</u>	<u>Halide Wicket</u>
9) <u>KYLE RUSSELL</u>	<u>[Signature]</u>	<u>12459 5th AVE SAN RAFAEL</u>
10) <u>David Smadbeck</u>	<u>68 LAUREL LANE FAIRFAX CA</u>	<u>CA 94901</u>
11) <u>Rachel Brown</u>	<u>2192 Vicksburg Ave Oak 94601</u>	<u>[Signature]</u>
12) <u>Khonda Smith</u>	<u>1355 Sir Francis Drake Blvd.</u>	<u>[Signature]</u>
13) <u>KITTY TIEMANN</u>	<u>601 Pastori Ave #7 Fairfax 94930</u>	<u>[Signature]</u>
14) <u>Sam Frey</u>	<u>1550 San Anselmo Ave</u>	<u>[Signature]</u>
15) <u>Kelli Love</u>	<u>[Signature]</u>	<u>PO Box 576 San Geronimo CA 96</u>

16)

Support Letter for E7 Fairfax and Nicolas Pommier 1930 Sir Francis Drake Blvd. Fairfax, Ca 94930

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Name	Address	Email
1) Morgan Blue	149 Frustuck Ave	morganblue.415@gmail.com
2) Adrian Lopez	21 Bolinas apt	gaiderduque@hotmail.com
3) Suzann Marlowe	79 Azalea Ave	corriet.jessicat@gmail.com
4) Dr. Steven Krigue	29 Bolinas Rd	stevan@calchemistlab.com
5) Michael Brown	131 Bolinas Rd	Michaelandrewbrown@gmail.com
6) Pat. H. H. H.	MD. 3 ROCKY RD	PAT. H. H. H. @GMAIL.COM
7) John Chaney	12 ACE CT Fairfax, Ca.	parisparcs-y@yahoo.com
8) Eric Edwards	2020 Sir Francis Drake	Botswindster@gmail.com
9) Kevin Murphy	111 Bohin Rd, Fairfax Ca 94930	chefmurphy123@gmail.com
10) Robert Gardner	2525 SFD Blvd Fairfax 94930	bobgardner483@hotmail.com
11) MATTHEW MCKIBBEN	2525 SFD BLVD	MMCKIBBEN12@GMAIL.COM
12) Michael Valerio	179 MERRIDALE AVE Fairfax	MichaelValerio@comcast.net
13) Carrie Carlsson	38 Westbrae Dr	Carriebrette@comcast.net
14) ERIC REARD	10 FANN RIDGE	ERIC@ERICREARD.NET
15) ROB MESAONINK	173 Ridge Rd.	rob@mezdesign.com

**Support Letter for E7 Fairfax and Nicolas Pommier
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Name	Address	Email
1) <u>DAN HENDRY</u>	<u>21 OAK</u>	<u>DAN HENDRY@COMCAST.NET</u>
2) <u>Todd Schopp</u>	<u>80 Meernag</u>	<u>Todd@deerparksoftware.com</u>
3) _____	_____	_____
4) _____	_____	_____
5) _____	_____	_____
6) _____	_____	_____
7) _____	_____	_____
8) _____	_____	_____
9) _____	_____	_____
10) _____	_____	_____
11) _____	_____	_____
12) _____	_____	_____
13) _____	_____	_____
14) _____	_____	_____
15) _____	_____	_____

To Whom It May Concern:

I am writing to express my support of the application of Nick Pommier and Element 7 in the opening of a cannabis shop located at 1930 Sir Francis Drake Blvd.

I have lived in Fairfax since 1983 and have raised my son here. I have known Nick Pommier since 1993 and know that he too has strong ties to this community and has run several very successful businesses in the area. With his oversight, I trust he will run a boutique business that supports the rights of our neighbors to have access and education to a legal product, while providing safety to the community.

The proposed location for this shop is totally appropriate and I believe it will be a benefit to the Town of Fairfax greatly. Element 7 has a record of regulatory excellence and knows how to create a successful business that is built around the community, for the community. With Nick Pommier's leadership, our town will have a business that respects it's identity, safety, and success. I urge the Town to approve this application.

With respect,

Wayne, Robin, and Matt Wechsler
34 Buena Vista
Fairfax, CA 94930

doveplace@gmail.com

December 21, 2019

Mr. Robert DiVito
Mr. Nicolas Pommier
Element 7 Fairfax
8033 Sunset Blvd., #987
Los Angeles, CA 90046

RE: LETTER OF SUPPORT – NEIGHBORHOOD BUSINESS NOTIFICATION

Dear Robert and Nicolas,

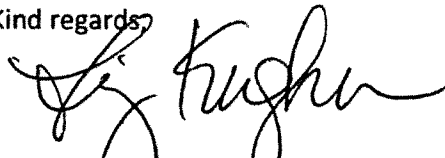
Thanks for your time recently to engage and advise us of your upcoming commercial cannabis application in the Town of Fairfax for operations at **1930 Sir Francis Drake Blvd., Fairfax.**

We appreciate you taking the time to walk us through your approach to medical cannabis in the Town and the upcoming cannabis application process. Your commitment to hiring local talent and community support initiatives sound progressive and exactly what the industry and Town requires from operators in your industry. Your noise, odor, parking, and traffic plans similarly ease our concerns for keeping the neighborhood in order.

Our business is located at 1830 SFO Fairfax which is within 500 feet of your proposed business location.

We wish you all the very best in the upcoming process and have no hesitation in supporting your business as a good neighbor and friend of Element 7.

Kind regards,



Name:
Title:

Liz Kughn
Owner - Summer Boutique

**Support Letter for E7 Fairfax and Nicolas Pommier
1930 Sir Francis Drake Blvd. Fairfax, Ca 94930**

To whom it may concern,

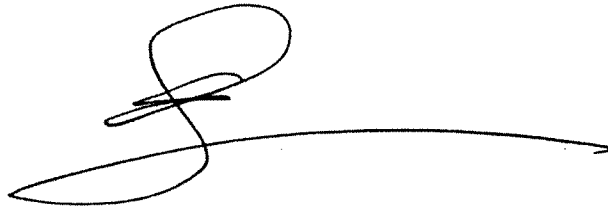
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Sincerely,

Elizabeth Lavoie



NAME

ADDRESS ~~57314~~ 10 Bolinas Rd

EMAIL lizlavoie1a1a@gmail.com

Support Letter for E7 Fairfax and Nicolas Pommier
1930 Sir Francis Drake Blvd. Fairfax, Ca 94930

To whom it may concern,

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Sincerely,

NAME

W3unato BMT 11210

ADDRESS

765 Center Suite C. Fairfax 94930

EMAIL

W3unato@gmail.com

December 21, 2019

Mr. Robert DiVito
Mr. Nicolas Pommier
Element 7 Fairfax
8033 Sunset Blvd., #987
Los Angeles, CA 90046

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Our business is located at **28 BOLINAS RD** which is within 500 feet of your proposed business location

We wish you all the very best in the upcoming process and have no hesitation in supporting your business as a good neighbor and friend of Element 7.

Kind regards,



Name: **LARRY CASTLE**
Title:

OWNER OF GESTALT HAUS FAIRFAX

December 21, 2019

Mr. Robert DiVito
Mr. Nicolas Pommier
Element 7 Fairfax
8033 Sunset Blvd., #987
Los Angeles, CA 90046

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Our business is located at 6 School St. which is within 500 feet of your proposed business location. Suite 140 Fairfax

We wish you all the very best in the upcoming process and have no hesitation in supporting your business as a good neighbor and friend of Element 7.

Kind regards,

Name:
Title:

*Lorelei Wille / Vitaliti Eco Salon
Business owner*

**Support Letter for E7 Fairfax and Nicolas Pommier
1930 Sir Francis Drake Blvd. Fairfax, Ca 94930**

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Sincerely,



NAME

PETER ANDERSON

ADDRESS

19 CLAY DRIVE FAIRFAX

EMAIL

PEDROAPPLESEED@gmail.com

**Support Letter for E7 Fairfax and Nicolas Pommier
1930 Sir Francis Drake Blvd. Fairfax, Ca 94930**

To whom it may concern,

I am a 12-year resident of Fairfax with two young children at Manor Elementary within The Ross Valley School District. I am also a 10-year client of Nicolas' at Ross Valley CrossFit and am writing to voice my support of a retail cannabis storefront at 1930 Sir Francis Drake. Nicolas is an outstanding person and business-person. I attended the very first class of RVC and watched as he grew a business from nothing to serving over 200 people within the Ross Valley and Marin neighborhoods. His level of commitment, tenacity and dedication is paramount to opening businesses and I have no doubt he will apply this same dedication to Element 7. On top of running a successful business, he is constantly listening for feedback from his clients and the surrounding community. I have always been impressed by how he can filter, compromise, balance and ultimately serve all of the needs from so many people.

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Sincerely,

Erica Tanamachi

15 Banchemo Way Fairfax

ericafilanc@yahoo.com

**Support Letter for E7 Fairfax and Nicolas Pommier
1930 Sir Francis Drake Blvd. Fairfax, Ca 94930**

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NAME Mike Carmona

ADDRESS 1550 San Anselmo

EMAIL mikeycarmona92@gmail.com

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NAME Cassidy Bell
ADDRESS 74 Creek Rd Fairfax CA 94930
EMAIL CASSIDYBELLA@YANOO.COM.

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NAME Simon Campbell

ADDRESS 116 Dominga Ave Fairfax 94930

EMAIL Simon.Campbell.SF@gmail!

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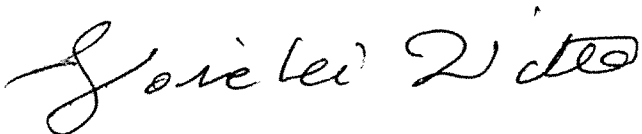
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NAME Lorelei Witte
ADDRESS 12 A School St Plaza, Fairfax, CA
EMAIL Flowersiren27@gmail.com

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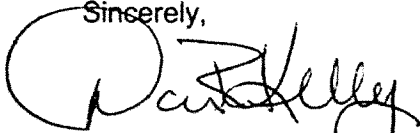
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NAME DARREN K KELLY

ADDRESS 32 SAN MIGUEL COURT FAIRFAX, CA 94930

EMAIL DARREN K 321 @GMAIL.COM

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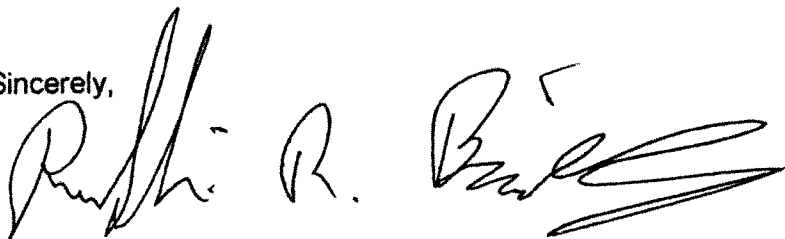
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NAME Ruffin R. Bailey

ADDRESS 4 Main Rd., Fairfax

EMAIL

DON. RUFFLIONI @ GMAIL. COM

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Sincerely,

NAME **DAW BLAKE**

ADDRESS **101 SUNNYSIDE #57**

SAW ARSELMO, CA 94960

EMAIL **dwb-77@yahoo.com**

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Sincerely,

NAME KATHERINE BLAKE
ADDRESS 107 SUNNYVALES # 57
SW ASHELAND, CO 80414
EMAIL KATHERINE.M.BLAKE@EMASL.COM

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NAME *Sterling Guy*
ADDRESS *129 Mitchell Drive, Fairfax, CA 94930*
EMAIL *nicardiocavalita@gmail.com*

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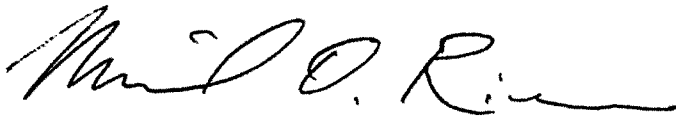
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NAME MARCIEL RIVERA

ADDRESS 89 TAYLOR DRIVE FAIRFAX CA 94930

EMAIL marcielrivera@yahoo.com

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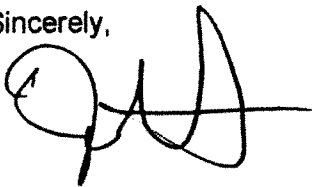
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NAME

Jessica Hanson

ADDRESS

88 Willow Ave Fairfax

EMAIL

Jesshanson@yahoo.com

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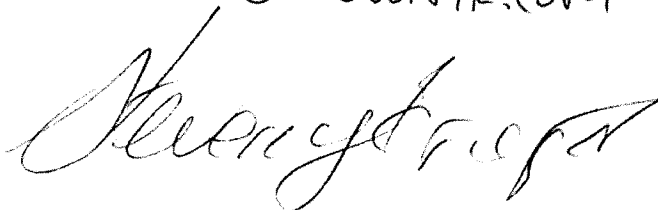
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NAME STEVEN YUINEC-KRUYK

ADDRESS 10 ENCINAL AVE. FAIRFAX, CA, 94930

EMAIL STEVEN@STEVENYK.COM



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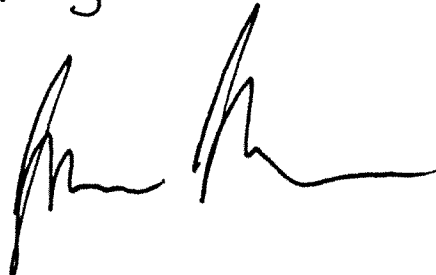
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NAME Joseph Vagan
ADDRESS 1608 San Anselmo Avenue
EMAIL xookapi@gmail.com



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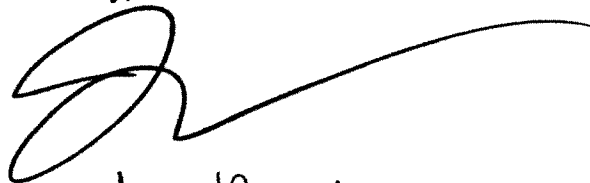
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NAME Jennifer Larsen

ADDRESS 10 Sherman Avenue, Fairfax CA 94930

EMAIL j.larsen22@gmail.com

**Support Letter for E7 Fairfax and Nicolas Pommier
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The location of 1930 Sir Francis is ideal for a dispensary due to its inconspicuous size, distance from schools, parking access, and the perfect amount of visibility to insure customers an inclusive, comfortable and safe purchasing experience.

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NAME *Paul COLEMAN*

ADDRESS *295 TAMALPAIS RD FAIRFAX CA 94930*

EMAIL *Paul@colmanconsulting.net*

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NAME Brendan Molony
ADDRESS 369 Oak Manor Dr.
EMAIL brendan-molony@yahoo.com

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NAME *STEVEN MACK*
ADDRESS *33 MERWIN AVE #1*
EMAIL *MARCHFIS#73@YAHOO.COM*

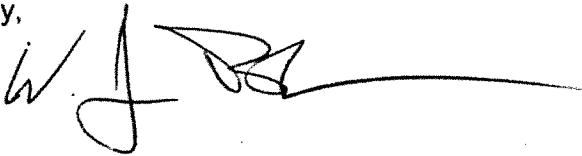
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NAME W. Jon Bindloss
ADDRESS 131 Meegan Ave
Fairfax CA
EMAIL jonbindloss@yahoo.com

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NAME

Barry Price

ADDRESS

77 Maple Ave

EMAIL

Fairfax, CA. 94930

Surfin4life@comcast.net

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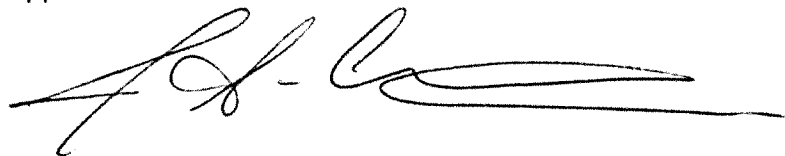
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NAME

Jill Culton

ADDRESS

275 Forrest Ave

EMAIL

jillculton@gmail.com

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VICTORIA HOLLERIN 7

NAME VICTORIA HOLLERIN 7

ADDRESS 2082 SIR FRANCIS DRAKE BLVD

EMAIL VHOLLERIN7@YAHOO.COM

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NAME Eric Fenn

ADDRESS 275 Forrest Ave

EMAIL thecrowsnestinc@gmail.com

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ADDRESS 102 dominga ave. Fairfax CA 94930
EMAIL cadaaline@comcast.net

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NAME MATT MCKIBBEN
ADDRESS 2525 JFD #10 FAIRFAX CA. 94939
EMAIL MCKIBBENT@GMAIL.COM

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The dispensary has to show interest in contributing to the well-being of the community outside of simply making a profit.

The dispensary has to hold itself to the highest possible standards in product value, customer service, and in meeting and exceeding state and federal regulations.

Not to mention, the dispensary has to embody the essence of the community it serves through its aesthetics.

After reviewing the various companies looking to partner with local business people to open a dispensary in our town, Element 7 is the company that appears poised to do this thing right.

They have my support.

Sincerely,

NAME Kyle Hollering

ADDRESS 2082 Sir Francis Drake Blvd

EMAIL ImKHollering@gmail.com

**Support Letter for E7 Fairfax and Nicolas Pommier
1930 Sir Francis Drake Blvd. Fairfax, Ca 94930**

To whom it may concern,

I would like to offer my support for the cannabis dispensary application at 1930 Sir Francis Drake Blvd.

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Sincerely,



NAME *Matthew P. Gilardi*

ADDRESS *136 Honor Rd. Fairfax. CA 94930*

EMAIL *Matt Gilardi@gmail.com*

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Sincerely,



NAME *Robert Gardner*

ADDRESS *2525 Sir Francis Drake Blvd Fairfax Ca 94930*

EMAIL *bobgardner483@hotmail.com*

**Support Letter for E7 Fairfax and Nicolas Pommier
1930 Sir Francis Drake Blvd. Fairfax, Ca 94930**

To whom it may concern,

"I am writing to voice my support of a retail cannabis storefront at 1930 Sir Francis Drake.

I believe that under the direction of Element 7 and local businessman Nicolas Pommier, this particular storefront will deliver vital funding to our town through the taxation of cannabis products, while ensuring that all state laws and community expectations are honored to the highest degree possible.

I trust Mr. Pommier and Element 7 to operate an exceptional business that supports the financial needs of our town, the health of our individuals, the security of our families, and the priceless nature of our community's unique character"

Sincerely,

NAME *Samantha Frey*
ADDRESS *1550 San Anselmo Ave San Anselmo, CA*
EMAIL *Sam.Frey12@gmail.com*

**Support Letter for E7 Fairfax and Nicolas Pommier
1930 Sir Francis Drake Blvd. Fairfax, Ca 94930**

Dear Nicolas,

Thanks for your time recently to engage and advise us of your upcoming commercial cannabis application in the Town of Fairfax for operations at **1930 Sir Francis Drake Blvd., Fairfax.**

We appreciate you taking the time to walk us through your approach to medical cannabis in the Town and the upcoming cannabis application process. Your commitment to hiring local talent and community support initiatives sound progressive and exactly what the industry and Town requires from operators in your industry. Your noise, odor, parking, and traffic plans similarly ease our concerns for keeping the neighbourhood in order.

Our business is located at 19 Broadway which is within 500 feet of your proposed business location.

We wish you all the very best in the upcoming process and have no hesitation in supporting your business as a good neighbor and friend of Element 7.

Kind regards,

NAME Tyler Snow (owner)
ADDRESS 17-19 Broadway Fairfax
EMAIL Tyler@19Broadway.com

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Sincerely,



NAME BARRY SLESS

ADDRESS CASCADES

EMAIL BSLESS@COMCAST.NET

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Sincerely,



NAME LORI HENNESSER

ADDRESS 21 CREEK RD

EMAIL LORIHENNESSER@GMAIL.COM

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Sincerely,



NAME

Dannie Poe

ADDRESS

33 creek Rd

EMAIL

dpoeinc@gmail.com

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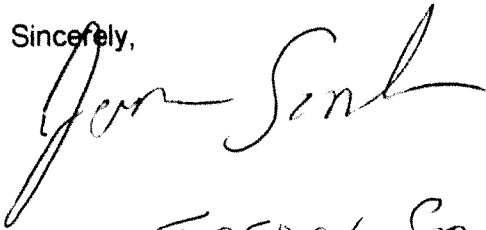
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Sincerely,



NAME Jason Sanders
ADDRESS 309 Scenic rd. Fairfax, Ca, 94930
EMAIL jason@regencywest.com

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Sincerely,

NAME *Stephanie McNamee*
ADDRESS *45 Seward*
Fairfax CA 94930
EMAIL *Stephanie@Internationalyoga.com*

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1930 Sir Francis Drake Blvd. Fairfax, Ca 94930**

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They have my support.

Sincerely,

Jessica Payne


NAME

ADDRESS 97 Spruce Rd., Fairfax CA

EMAIL Jesspayne119@gmail.com

**Support Letter for E7 Fairfax and Nicolas Pommier
1930 Sir Francis Drake Blvd. Fairfax, Ca 94930**

To whom it may concern,

I am offering my support of Element 7 and Nicolas Pommier opening a medical dispensary at 1930 Sir Francis Drake Blvd.

A dispensary in Fairfax has to be professionally operated by knowledgeable and conscientious people who live locally and understand and care about our community.

After reviewing the plan for Element 7, it appears they are poised to do this right considering all the needs our town has to make this acceptable to everyone and myself.

I am a long-time member of Nic's other business at Ross Valley Crossfit gym. Nic and the gym have helped me be a healthier and more active person and impacted my life forever.

I have had the inside perspective watching him run his family gym and know that Nic and the others behind this new endeavor are good people and have the right intentions. They have my support.

Sincerely,

Dan Kasin
55 Belmont Avenue
Fairfax, CA 94930
doncasini@gmail.com
415 710 2534

REMEDY

FAIRFAX