Alaska Public Offices Commission

RESPONSE TO COMPLAINT

RESPONDENT – ANSWERING A COMPLAINT		APOC Use / Date Received
APOC case number		
• Submit this signed form as a cover sheet for your response to a complaint		
• You have 15 days to answer a complaint after APOC notifies you that it has accepted a complaint for investigation of the allegations		
• Include your contact info and contact info for your representative or attorney (if applicable)		
• Your response to the complaint may state any defenses to the allegations		
• Include all relevant documentation with your response		
• Provide proof that response and supporting documents were provided to complainant		
☐ Request expedited Review. Reason:		

RESPONDENT		RESPONDENT'S REPRESENTATIVE	
If the respondent is a political party or group, list a contact person. If respondent is represented by an attorney, list name and contact info			
☐ **Person** ☐ **Party** ☐ **Group**		**Name Title**	
Address City / Zip			
Phone/Fax			
E-mail			

DESCRIPTION or SUMMARY of RESPONSE	*Use extra pages if needed for detailed response Include supporting documents*	☐ SUPPORTING DOCUMENTS – DESCRIBE

PROOF of SERVICE ATTACHED: ☐ **Fax – receipt confirmation** ☐ **Certified mail – signed receipt** ☐ **Process server – return of service** ☐ **E-mail – delivery/read receipt** ☐ **Other:**

RESPONDENT'S SIGNATURE: To the best of my knowledge and belief, these statements are true

Signature **Title** **Date**

APOC COMPLAINTS, RESPONSES, INVESTIGATION REPORTS & COMMISSION ACTIONS ARE PUBLIC DOCUMENTS

APOC ANCHORAGE	APOC JUNEAU
2221 E. NORTHERN LIGHTS #128	240 MAIN STREET #201
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TOLL-FREE 800-478-4176	465-4864 / FAX 465-4832
WEBSITE: https://apoc.doa.alaska.gov/home/	

APOC COMPLAINT PROCESS: 2 AAC 50.870-891	
FILING COMPLAINTS: 2AAC 50.870	**ANSWERING COMPLAINTS:** 2AAC 50.880
APOC CRITERIA for ACCEPTING COMPLAINTS: 2 AAC 50.870	
INVESTIGATIONS & HEARINGS: 2 AAC 50.875-891	
REQUESTING EXPEDITED CONSIDERATION: AS15.13.380(c); 2 AAC 50.888	
APOC LAWS: https://apoc.doa.alaska.gov/resources/statutes-and-regulations/	