

HOW TO APPLY

Applying for a Staking Authorization

Application forms are available in this brochure, at the DNR Public Information Offices, and on the DNR web site at www.dnr.state.ak.us/mlw/landsale/. **Applications may be completed and submitted online. Please visit the above website address for further information.**

Application forms may be reproduced.

You may file only one application per staking area.

You may receive only one staking authorization in this offering. You will be awarded the staking authorization for the first staking area for which your name is drawn during the lottery or for which there are no other applicants.

1. Complete a 2005 Remote Recreational Cabin Sites Staking Authorization Application/Eligibility Statement for each staking area you wish to apply for. The application must contain the staking area name and number, your name, mailing address, telephone number(s), date, and your signature. Faxed applications will be accepted with credit card payment information.
2. Pay a non-refundable \$25 application fee with each application for each staking area. This fee may be paid by a personal check, certified check, credit card, or money order. Checks should be made payable to the State of Alaska. Checks returned for any reason will invalidate the application(s). No application will be accepted without the fee. If submitting multiple applications, the fees may be paid with one check or money order, or credit card transaction. Do not send cash.
3. Certify you are an eligible Alaska resident for at least one year immediately preceding the date of your lottery application.
4. If you are hand-delivering your application(s), you may pay the non-refundable application fee(s) in cash, by check, or by credit card (MasterCard or Visa).
5. An agent who presents a power of attorney or other notarized authorization of agency may file an application on behalf of a qualified applicant.
6. If you wish to withdraw an application, you must do so in writing prior to the end of the application period. Mail or deliver your request to one of the DNR Public Information Offices listed below. Your application fee is non-refundable.
7. Once an application is filed, it may not be transferred to another staking area or to another applicant.
8. Your application will be rejected if:
 - It does not contain the \$25 application fee.
 - It is received before or after the application period.
 - It is incomplete, unsigned, or illegible.
 - A bank or credit union refuses payment on your check for any reason.
 - Your credit card is declined.

Please note that filing an application does not grant or vest any right, title, or interest, or expectancy of a right, title, or interest in a Remote Recreational Cabin Site.

Applicants must maintain a current address with DNR. Send address changes to one of the DNR Public Information Offices listed below. Applications are subject to rejection if the applicant does not respond to notices by the department to the applicant's address of record.

Where to File Applications

File applications online at www.dnr.state.ak.us/mlw/landsale/.

Mail-in applications must be sent to the DNR Financial Services Section:

REMOTE RECREATIONAL CABIN SITES
Department of Natural Resources
Financial Services Section
550 West 7th Avenue, Suite 1410
Anchorage, AK 99501-3561

The Anchorage, Juneau, or Fairbanks DNR Public Information Offices are the only offices that will accept hand-delivered applications to participate in this Remote Recreational Cabin Sites offering.

SOUTHCENTRAL REGION

DNR Public Information Center
550 West 7th Ave., Suite 1260 (Atwood Building)
Anchorage, AK 99501-3557
(907) 269-8400 fax: (907) 269-8901 TDD: (907) 269-8411
Recorded land sales information (907) 269-8400
Office hours: Monday through Friday, 10:00 a.m. - 5:00 p.m.

NORTHERN REGION

DNR Public Information Center
3700 Airport Way
Fairbanks, AK 99709-4699
(907) 451-2705 fax: (907) 451-2706 TDD: (907) 451-2770
Office hours: Monday through Friday, 10:00 a.m. - 5:00 p.m.

SOUTHEAST REGION

Information Office
400 Willoughby Avenue, 4th Floor
Juneau, AK 99801
(907) 465-3400 fax: (907) 586-2954 TDD: (907) 465-3888
Office hours: Monday through Friday, 9:00 a.m. - 5:00 p.m.

Program Eligibility

As the applicant, it is your responsibility to prove that you are eligible to participate in the program. Regulation changes 11 AAC 67.005 and 11 AAC 67.008 adopted in February 2001 have affected applicant qualifications. Please read this section thoroughly before you submit an application.

Corporations, businesses, and non-Alaska residents are **NOT** eligible to apply for the Remote Recreational Cabin Sites program. You must certify your eligibility that you have been a resident of the State of Alaska for at least one year immediately prior to the date of application; that you are 18 years of age or older on the date of application; that you have not held a purchase contract or lease issued by the department that has been administratively foreclosed or terminated for cause within the past three years; that you are not currently in default for non-payment on a purchase contract or lease issued by the department; and that you have not been notified that you are in default for nonpayment of municipal taxes or assessments on a purchase contract or lease issued by the department.

Past participation in previous open-to-entry, remote parcel, homesite, homestead, subdivision lottery, auction, over-the-counter, or Remote Recreational Cabin Sites offerings does not prohibit you as an individual from participating in this Remote Recreational Cabin Sites offering. You may also participate in subsequent offerings under this program.

Residency Requirement

You must be an Alaska resident for at least one year immediately preceding the date of the application (11 AAC 67.800). You are not allowed to claim Alaska residency during any period that you claim residency in another state, were registered to vote in another state, or claimed another state as your residence for purposes such as taxes, school tuition, or benefits.

If you are in the armed forces or were in the armed forces during the one-year residency period, you must either have been an Alaska resident prior to enlisting or have taken some affirmative action to make Alaska your residence, such as filing a DD 2058 (State of Legal Residence Certificate) or its equivalent, registering to vote, and paying local personal property taxes. If you collect overseas pay or claim some other state as your residence for purposes such as taxes, school tuition, or benefits, you are not an Alaska resident.

Proof of Residency

You may be required to verify your Alaska residency (11 AAC 67.010). Proof of residency may be any proof acceptable to the Director, including voter registration and voting records; hunting, fishing, driver, or other licenses; school records; rent receipts, or proof of home ownership or a home purchase contract; motor vehicle registration; tax records; employment, unemployment, or military records; court or other government agency records; birth or other vital statistic records; affidavits of persons acquainted with but not related to the applicant may be used as corroborative evidence, but unless otherwise specified, will not be accepted as the sole proof of residency; or other proof of residency acceptable to the Director.

False Information

If you give false information on forms or other required documents, you may be prosecuted to the full extent of the law. In addition to any other penalties prescribed by law, you forfeit all monies paid and may lose all right, title, and interest in the land if a lease or purchase contract has been issued.

Filing Policy for State Employees

State employees, employees of state-funded agencies (such as the University of Alaska), or employees of a contractor employed by the state or a state-funded agency, who gained knowledge of a land offering area at state expense or were in a position to obtain inside information about the offering process, may not file an application during the last 15 days of the application period (11 AAC 67.005).



Access to
Tower Bluffs
staking area
in the
Northern Region