



# Alaska Public Offices Commission



## RESPONSE TO COMPLAINT

RESPONDENT – ANSWERING A COMPLAINT		APOC use / Date received
APOC case number		
<ul style="list-style-type: none"> <li>• Submit this signed form as a cover sheet for your response to a complaint</li> <li>• You have 15 days to answer a complaint after APOC notifies you that it has accepted a complaint for investigation of the allegations.</li> <li>• Include your contact info + contact info for your representative or attorney (if applicable)</li> <li>• Your response to the complaint may state any defenses to the allegations</li> <li>• Include all relevant documentation with your response</li> <li>• Provide proof that response + supporting documents were provided to complainant</li> </ul>		
<input type="checkbox"/> Request expedited Review. Reason:		

RESPONDENT		RESPONDENT'S REPRESENTATIVE	
<i>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</i>			
<input type="checkbox"/> Person <input type="checkbox"/> Party <input type="checkbox"/> Group		Name Title	
Address City / Zip			
Phone/Fax			
E-mail			

DESCRIPTION or SUMMARY of RESPONSE	<i>Use extra pages if needed for detailed response Include back-up docs</i>	<input type="checkbox"/> 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
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**APOC COMPLAINTS, RESPONSES, INVESTIGATION REPORTS & COMMISSION ACTIONS ARE PUBLIC DOCUMENTS**

APOC ANCHORAGE	APOC JUNEAU	APOC COMPLAINT PROCESS	
2221 E. NORTHERN LIGHTS #128 ANCHORAGE, AK 99508 907-276-4176 / FAX 907-276-7018 TOLL-FREE 800-478-4176 WEB: <a href="http://WWW.APOC.ALASKA.GOV">WWW.APOC.ALASKA.GOV</a>	240 MAIN STREET #500 P.O. BOX 110222 JUNEAU, AK 99811 465-4864 / FAX 465-4832 APOC FORMS: <a href="http://www.apoc.alaska.gov/forms_all.shtml">www.apoc.alaska.gov/forms_all.shtml</a>	FILING COMPLAINTS : 2AAC 50.450 APOC CRITERIA for ACCEPTING COMPLAINTS: 2 AAC 50.452 INVESTIGATIONS & HEARINGS: 2 AAC 50.460 – 470 RULES for REQUESTING EXPEDITED CONSIDERATION: AS15.13.380(c) APOC LAWS: <a href="http://www.apoc.alaska.gov/apoclaws.shtml">www.apoc.alaska.gov/apoclaws.shtml</a>	ANSWERING COMPLAINTS: 2AAC 50.458