



CITY OF ADAK, ALASKA

Utility Vacancy Certificate

Instructions: Vacancy certificates must be filled out prior to the month the vacancy is to begin and the vacancy must be for more than 30 days. This vacancy certificate is valid for a maximum of six months. Vacancies past six months or to restart vacancy after switching to occupancy require a new certificate to be filed. One application per billing unit is required.

Name on Utility Account: _____ Account No.: _____

Service Address: _____ Unit: _____

Phone: _____ Email: _____

Vacancy Begin Date: _____ End Date: _____

As the owner or owner's authorized representative, I authorize the City of Adak, Alaska to investigate use or occupancy of the above unit during times when the unit is reported vacant. I acknowledge the requirement and agree to notify the City of Adak, Alaska immediately when the unit/property becomes or plans to become occupied again if during the time the unit is "vacant". I acknowledge and agree to pay active use charges and rates when not vacant.

Authorized Signature

Date

Preferred method of submittal is by email to: accounting@adak-ak.gov.

Office Use Only

Instructions: Update AF Org Records: Demographic, notes; insert image; Upload copy to Tanaga – Master File.

Received Date: _____ Via: _____ By: _____

CITY OF ADAK, ALASKA

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