



**CITY OF VALDEZ  
APPLICATION FOR LEASE OF CITY OWNED LAND**

**Application Fee: \$50.00 (Non-refundable)**

**FEE WAIVED FOR 2017 PER RES# 12-72**

**This form is to be completed by an individual or an organization proposing to lease City-owned land. Complete in full and to the best of your knowledge. Please explain any omissions and use additional pages where appropriate. If requested, proprietary and financial information of applicants that is so marked will be kept confidential.**

The completed application shall be returned to the Valdez Community & Economic Development Department located in City Hall along with the Application fee.

A deposit of \$3,000 will be required prior to the City initiating any required appraisal or land survey. The deposit will be used to offset the cost of the appraisal and land survey. If additional funds are necessary, the applicant will be billed as part of the lease. If there is a balance, it will be applied to the first year's lease payment. This deposit will be the cumulative amount of any required appraisal, land survey or Phase I environmental analysis according to the following schedule:

- \* If a survey and/or appraisal are required: \$3,000
- \* If a Phase I Environmental Analysis only is required: \$3,000
- \* If a survey or appraisal and Environmental Analysis are required: \$5,000  
(Required on all industrial land)

1. Name of Individual Completing Application Form:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Daytime/ Message

Mailing Address: \_\_\_\_\_

2. If other individual(s) or an organization(s) will be a party to this application, indicate below. Attach additional pages as needed:

a) Name \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address \_\_\_\_\_

Relationship to other applicant(s) \_\_\_\_\_

b) Organization's name \_\_\_\_\_

Address \_\_\_\_\_

Primary Contact: \_\_\_\_\_

Title: \_\_\_\_\_

Daytime Phone #: \_\_\_\_\_

3. TYPE OF ORGANIZATION: (Check one)

Individuals \_\_\_\_\_

Business Corporation \_\_\_\_\_

General Partnership \_\_\_\_\_

Non-Profit Corporation \_\_\_\_\_

Limited Partnership \_\_\_\_\_

Non-Profit Association \_\_\_\_\_

Other \_\_\_\_\_

If non-profit, has IRS Tax Exempt Status been obtained? Yes \_\_\_\_ No \_\_\_\_

If yes, attach letter of determination.

Note: Please submit, as appropriate, the following items with this application:

1. Current Alaska business license;
2. Designation of signatory authority to act for organization of other individuals;
3. Certificate and articles of incorporation;
4. Partnership agreement and amendments;
5. Charter/by-laws for non-profits;
6. Most recent annual financial statement;

4. Legal Description AFFECTED BY APPLICATION:

Located in Township \_\_\_\_\_ Range \_\_\_\_\_ Section, \_\_\_\_\_ Meridian

Lot/ Block/ Tract/ Subd. \_\_\_\_\_ Plat # \_\_\_\_\_

Other Description \_\_\_\_\_

Tax # \_\_\_\_\_ No. of Acres \_\_\_\_\_

5. DESCRIBE PROPOSAL. ATTACH NARRATIVE FOR FURTHER DESCRIPTION AND A SITE PLAN (the description should include the use; value and nature of improvements to be constructed; the type of construction; and, the estimated dates for construction to commence and be completed).

\_\_\_\_\_  
\_\_\_\_\_

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6. WHAT IS THE TERM OF THE LEASE DESIRED?

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7. IF THE REQUEST FOR A LEASE AT LESS THAN FAIR MARKET VALUE, PROVIDE JUSTIFICATION.

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8. PLEASE STATE WHY YOU BELIEVE IT WOULD BE IN THE "BEST INTEREST OF THE CITY" TO APPROVE YOUR PROPOSAL AND PROCESS YOUR APPLICATION.

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9. CURRENT STATUS OF LAND. DESCRIBE ANY EXISTING IMPROVEMENTS, PROVIDE PHOTOGRAPHS IF POSSIBLE.

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10. HAS APPLICANT PREVIOUSLY PURCHASED OR LEASED CITY LAND OR RESOURCES? \_\_\_\_\_ YES \_\_\_\_\_ NO. IF YES, PROVIDE LEGAL DESCRIPTION, TYPE OR PURCHASE OR LEASE, AND STATUS.

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11. IF APPLICANT IS A BUSINESS OPERATION, LIST PRESENT BUSINESS ACTIVITIES.

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12. IF REQUIRED, ARE YOU PREPARED TO SPEND FUNDS FOR THE FOLLOWING:

- | YES   | NO    |   |
|-------|-------|---|
| _____ | _____ | a) Performance bond   |
| _____ | _____ | b) Damage deposit   |
| _____ | _____ | c) General liability insurance  |
| _____ | _____ | d) Worker's compensation insurance  |
| _____ | _____ | e) Survey and platting  |
| _____ | _____ | f) Appraisal fee  |
| _____ | _____ | g) Closing fees, which may include title insurance, document preparation, escrow closing, and recording |
| _____ | _____ | h) Any federal, state and local permits required  |
| _____ | _____ | I) Maintenance costs (present or future)  |

13. LIST THREE (3) CREDIT OR BUSINESS REFERENCES:

Name	Address	Phone #
_____	_____	_____
_____	_____	_____
_____	_____	_____

14. HAS APPLICANT, OR AFFILIATED ENTITY, EVER FILED A PETITION FOR BANKRUPTCY, BEEN ADJUDGED BANKRUPT OR MADE AN ASSIGNMENT FOR THE BENEFIT OF CREDITORS?

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15. IS APPLICANT, OR AFFILIATED ENTITY, NOW IN DEFAULT ON ANY OBLIGATION TO, OR SUBJECT TO ANY UNSATISFIED JUDGEMENT OF LIEN? \_\_\_\_\_ YES \_\_\_\_\_ NO IF YES, EXPLAIN:

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COMPLETE THE FOLLOWING APPLICANT QUALIFICATION STATEMENT  
FOR EACH INDIVIDUAL APPLICANT OR ORGANIZATION.  
ATTACH ADDITIONAL STATEMENTS IF NEEDED.

**APPLICANT QUALIFICATION STATEMENT**

I, \_\_\_\_\_  
(Individual Name)

I, \_\_\_\_\_  
(Individual Name)

I, \_\_\_\_\_ On Behalf of \_\_\_\_\_  
(Representative's Name) (Organization's Name)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(City, State) (Zip)

do hereby swear and affirm for myself as applicant or as representative for the organization noted above that:

The Applicant is a citizen of the United States, over the age of nineteen;  
and

If a group, association or corporation, is authorized to conduct business  
Under the laws of the State of Alaska; and

Has not failed to pay a deposit or payment due the City in relation to  
City-owned real property in the previous five (5) years; and

Is not currently in breach or default on any contract or lease for real  
Property transactions in which the City has an interest; and

Has not failed to perform under or is not in default of a contract with the  
City; and

Is not delinquent in any tax payment to the City.

I HEREBY CERTIFY THAT THE INFORMATION CONTAINED HEREIN IS TRUE  
TO MY KNOWLEDGE.

\_\_\_\_\_  
Applicant Signature Date

\_\_\_\_\_  
Applicant Signature Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

Comdev/data/forms/LandLease&SalesForms/AppforLeaseofCityLand