Anchorage Animal Care & Control Center
4711 Elmore Road
Anchorage, Alaska 99507
Phone (907) 343-8118
Facsimile (907) 343-8134

REQUEST FOR INFORMATION

The Anchorage Animal Care & Control Center responds to requests for information as required by AMC 3.90. You will be charged a minimum fee of $15.00; a maximum fee shall not exceed the cost to Animal Care & Control (fees include research and retrieval time, in addition to copying charges). **The confidentiality of complaining parties will be preserved, unless a request for hearing has been filed with the Administrative Hearing Office.** Requests will be completed as staffing and time allows, generally within seven business days, unless otherwise notified. Please complete the following:

Date of Request: _____ Animal ID:_____

Activity Number: _____ NOV No.: _____

Your Name/firm: _____ Your Address: _____

Phone Number: _____ _____

Information Requested: (names of parties, animals involved, date of incident, type of incident, etc.):

_____

_____

Why do you need this information? (this will help the Center prioritize requests):

_____

_____

RECEIPT FOR DOCUMENTS

I acknowledge receipt of the following documents from the Anchorage Animal Care & Control Center on the _____ day of _____, 20__: _____ pages (front and back counted separately).

Name (printed):_____ Fee Charged $: _____

Date Paid: _____

Signature: _____

Firm or Organization: _____

Address: _____

_____

Telephone Number: _____

Acknowledged by
(AACCC employee): _____

Effective 12/9/11