



MATANUSKA-SUSITNA BOROUGH

Department of Finance

Division of Assessment

350 East Dahlia Avenue • Palmer, AK 99645

Phone (907) 861-8642 • Fax (907) 861-8693

www.matsugov.us

Resident Request for Removal of Parcel Data from Matanuska-Susitna Borough's My Property Web Page

Although there are some exceptions, in the State of Alaska laws exist to ensure that the government is open and that the public has a right to access appropriate records and information possessed by government. The Matanuska-Susitna Borough currently makes some information available through its website. This form and opt out process that it provides is to allow you to make a choice about whether certain information is displayed. This form allows a property owner to request the removal of the owner's name from the Borough's My Property web page. It is provided as a courtesy by the Borough. Other information relating to the property will remain available at the web page. Please be aware that this form will be placed in the property file and will remain accessible to individuals through a public records request, as well as any list of those who have opted out.

In order to opt out and have the Borough remove your name relating to the parcel of property you own, you must fill out the following where appropriate and sign below where indicated:

I, _____ own property physically located at

_____ or

I am _____ of the entity known as _____

_____, and as such have the authority to act on the entity's behalf.

The entity _____ owns the property physically located at

_____.

The MSB tax identification numbers of the property I, or the entity I represent own is

_____. I request that the MSB remove this tax identification number from

its My Property web page.

If you submit a properly executed form to the Assessments department, the Borough will make every effort to timely and accurately respond to it. However, by submitting this form you agree that the Matanuska-Susitna Borough is not liable in any way for the content, accuracy, reliability, viewpoints, or policies instituted by this process. The Borough suggests that you periodically check the My Property web page to ensure that it is being so handled, and notify the Borough if you believe it is not.

Once the request is processed, a search by your name should result in a message of "data not available online."

Once a property owner's name like yours is placed on the opt out list and your information removed from the website, your name should stay on the list until you request that it be removed and your information displayed again.

Through providing my original signature I, _____ certify that I have reviewed the above terms of this request and agree to them.

Return completed form to Assessments.