

Homeowner Instructions

Combined Debris Removal Authorization Packet

What this form is for

This packet lets you authorize the State of Alaska, DHS&EM, and their contractors to enter your property and remove eligible Mukluk Fire debris. It also records insurance information for your property and any vehicles, describes site conditions that affect safe cleanup, and — if needed — releases burned or damaged vehicles and records a planned or completed property sale. Work is authorized under AS 26.23.110. Signing does not guarantee that debris or vehicles will be removed. This is not a general cleanup of everything on your property — only disaster debris and wreckage that may threaten public health, safety, or property.

What you need to provide

Complete every section that applies. Print clearly or type in the fillable fields. Write “N/A” if a line does not apply. Attach extra pages if you need more space.

- **Section 1 — Property & owner.** Property address, parcel ID if you have it, all owners’ full legal names, phone, email, mailing address, and approximate date of loss.
- **Section 2 — Property insurance.** Whether the property was insured at the time of the fire; company, policy number, and type; claim status and claim number; amounts received or expected. Attach policy, claim, settlement, or denial papers if you have them. Insured owners are not excluded. Report later insurance payments so benefits are not duplicated.
- **Section 2B — Vehicle insurance.** Complete if any vehicle is on the property or being released: insurer, policy, coverage type, claim status, and any VIN or plate already paid by insurance. Attach vehicle insurance papers if available.
- **Section 3 — Right-of-entry.** Your signature authorizes access for inspection, documentation, and removal of eligible fire debris. Disclose known hazardous materials, fuel tanks, chemicals, asbestos, or other hazards. Remove valuables and heirlooms you want to keep before work begins.
- **Section 4 — Vehicle release.** Check “Not applicable” if you have no vehicles to release. Otherwise list year, make, model, color, plate, VIN, location, and condition. Released vehicles will not be returned.
- **Sections 5 & 6 — Indemnification and signatures.** Read Section 5. All legal owners (or persons legally authorized to sign) must print name, sign, date, and provide phone and email. If you are not the owner, state your authority. Do not fill in Section 7 (official use only).
- **Section 8 — Property information.** Destroyed or fire-damaged structures by type and count, year of construction, wells and septic, heating-fuel tanks, propane, generators, solar and battery storage, snowmachines and ATVs, and a simple property sketch. This helps the Debris Monitor plan hazardous-material work.
- **Section 9 — Property sale.** Complete if you may sell, or already sold, before cleanup is finished. Notify DHS&EM before closing. Work for a new owner does not continue until that person signs a current packet.

What happens after you turn it in

No work starts on your property until DHS&EM or the independent Debris Monitor confirms your packet is complete and the property is authorized. A site assessment comes first. Hazardous materials (chemicals, fuels, propane, batteries including lithium, possible asbestos or lead) are removed separately. Then remaining eligible fire debris — collapsed burned materials, household debris, appliances, scrap metal, and authorized vehicles — is hauled away. Standing walls, roofs, and foundations are not removed under this work. Cleanup is limited to living, recreational, and working areas of the authorized property unless the State directs otherwise in writing. Metal, burnt vehicles, and appliances go to recyclers when practicable; other non-hazardous debris generally goes to the Tok landfill.

How to submit

When emailing, DHS&EM requests that the file be named, if possible, as PPDR.LastName.FirstInitial (example: PPDR.Smith.J). You may also deliver the completed packet to a DHS&EM Debris Monitor, the debris-removal contractor, or your assigned State Individual Assistance Officer.

If the packet is delivered to the Debris Monitor, the contractor, or a State Individual Assistance Officer, work may not begin until the Debris Monitor certifies the form complete and authorizes work. Questions about eligibility, insurance, or program decisions should be directed to DHS&EM, not the debris-removal contractor. For assistance, call the DHS&EM Public Assistance Hotline at (907) 428-7097.

Withdrawing this authorization, and items you want to keep

You may withdraw this authorization at any time before work begins by emailing DHSEM.PublicAssistance@Alaska.gov with the subject line Private Property Debris Removal — Withdrawal and the property address. Withdrawal must be in writing. If crews have already started, the State may finish work that is underway and will not return debris or vehicles already removed. Indemnification in Section 5 still applies to work performed before the State receives your written withdrawal.

List structures, vehicles, equipment, or other items you do not want removed on the Section 8 notes line and mark them KEEP on the property sketch. Move or flag those items before crews arrive when you reasonably can. Unmarked items in the debris may be hauled.

PRIVATE PROPERTY DEBRIS REMOVAL AUTHORIZATION PACKET

AK-26-332 / 2026 August Tok Fire (Mukluk Fire) · State of Alaska · DHS&EM · State-declared (federal possible)

Insurance Certification (Property & Vehicles) · Right-of-Entry · Vehicle Release

This single form authorizes debris removal, certifies insurance information for the property and any vehicles, and (if applicable) releases burned or damaged vehicles. Complete all applicable sections. Signing does not guarantee removal or assistance. This work is authorized under AS 26.23.110(a)(1): the State may clear from publicly or privately owned land or water debris and wreckage that may threaten public health, safety, or property. Removal is limited to that qualifying debris and wreckage; it is not a general cleanup of all materials on the property. AK-26-332 is a State of Alaska disaster. A Presidential / Stafford Act declaration has not been issued as of the date of this form. If the incident is later federally declared, the State may share information from this form and related documentation with FEMA.

1. PROPERTY AND OWNER INFORMATION

Disaster / Incident: State Disaster AK-26-332 – 2026 August Tok Fire (Mukluk Fire)

Property Address:

City / Community: _____ State: Alaska ZIP: _____ Parcel / Property ID: _____

Property Owner(s) (full legal name(s)): _____ Phone: _____

Mailing Address (if different): _____ Date of Loss (approx.): _____

Email: _____

2. INSURANCE STATUS AND PROCEEDS — PROPERTY

Insurance status of the property at the time of the disaster: ☐ Insured ☐ Not insured ☐ Unsure

Insurance Company: _____ Policy Number: _____

Type (check all): ☐ Homeowners ☐ Dwelling ☐ Fire ☐ Flood ☐ Other: _____

Claim filed: ☐ Yes ☐ No ☐ Pending ☐ Unknown Claim #: _____

Have you received or do you expect insurance payment related to disaster damage / debris on this property?

☐ No ☐ Yes — Amount: \$ _____ ☐ Claim pending ☐ Unknown

Attach available insurance documents (policy, claim, settlement, denial). I agree to notify the State of Alaska / DHS&EM if I later receive insurance proceeds or become aware of applicable coverage, and to notify FEMA if Federal assistance is later provided. Information may be used by the State and, if a federal declaration is later issued, by FEMA / the Federal Government to determine eligibility and prevent duplication of benefits.

2B. INSURANCE STATUS AND PROCEEDS — VEHICLES (complete if any vehicle is present or being released)

Were any vehicles on the property insured at the time of the disaster? ☐ Yes ☐ No ☐ Unsure ☐ N/A — no vehicles

Vehicle insurer / company: _____ Policy Number: _____

Coverage type (check all): ☐ Comprehensive ☐ Collision ☐ Fire ☐ Other: _____

Vehicle claim filed: ☐ Yes ☐ No ☐ Pending ☐ Unknown Claim #: _____

Have you received or do you expect insurance payment related to any vehicle, vehicle contents, or vehicle debris?

☐ No ☐ Yes — Amount: \$ _____ ☐ Claim pending ☐ Unknown

List any VIN / plate already paid or claimed by insurance: _____ Attach vehicle insurance documents if available. I agree to notify the State / DHS&EM of any subsequent vehicle insurance proceeds, and FEMA if Federal assistance is later provided. Vehicle insurance recoveries may reduce or preclude public debris-removal or vehicle-disposal assistance (duplication of benefits) under the State program and under any later Federal program.

3. RIGHT-OF-ENTRY FOR DEBRIS REMOVAL

I/We authorize the State of Alaska, the Division of Homeland Security and Emergency Management (DHS&EM), and their employees, agents, contractors, subcontractors, and authorized personnel to enter the property identified above to conduct disaster-related debris and wreckage removal and associated activities resulting from State Disaster AK-26-332 / 2026 August Tok Fire (Mukluk Fire). This authorization is given under AS 26.23.110(a) and (b). Work is limited to clearing from publicly or privately owned land or water debris and wreckage that may threaten public health, safety, or property, as authorized by AS 26.23.110(a)(1). This is not authorization to remove all debris or materials on the property.

This authorization includes, as reasonably necessary:

- Accessing and inspecting the property; documenting damage and debris;
- Identifying, segregating, handling, loading, removing, transporting, and disposing of eligible disaster-related debris and wreckage that may threaten public health, safety, or property;
- Handling hazardous or regulated materials in accordance with applicable State requirements;
- Operating vehicles and equipment; removing structures, trees, vegetation, ash, burned materials, and other eligible debris when authorized;
- Taking photographs, measurements, GPS coordinates, and other documentation for State program purposes. The State may share that information with FEMA.

This Right-of-Entry does not convey ownership. I/we will provide reasonable access and will not interfere with authorized work. Not all materials are eligible. AS 26.23.110(a)(1) limits removal to debris and wreckage that may threaten public health, safety, or property. I/we will not place additional debris for removal after work begins unless approved. I/we are responsible for removing personal property, valuables, and heirlooms I/we wish to retain before work begins, to the extent reasonably practicable.

Hazardous materials: I/we agree to disclose any known hazardous materials, underground/fuel tanks, chemicals, asbestos, or other environmental hazards on the property.

4. VEHICLE RELEASE (COMPLETE ONLY IF BURNED / DAMAGED VEHICLES ARE PRESENT)

☐ Not applicable — no vehicles to release. ☐ Yes — vehicle(s) described below are authorized for removal.

Vehicle 1

Year: _____ Make: _____ Model: _____ Color: _____ Plate / State: _____ VIN (if known): _____

Location on property: _____ Condition: ☐ Totally burned ☐ Partial ☐ Other

Vehicle 2 (if applicable)

Year: _____ Make: _____ Model: _____ Color: _____ Plate / State: _____ VIN (if known): _____

Location on property: _____ Condition: ☐ Totally burned ☐ Partial ☐ Other

I/we certify authority to authorize removal of the vehicle(s). Vehicles may be destroyed, recycled, or disposed of and will not be returned. Personal property left in vehicles may be lost. Attach extra sheets if more than two vehicles. Vehicle insurance is in Section 2B.

PRIVATE PROPERTY DEBRIS REMOVAL AUTHORIZATION PACKET

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Insurance Certification (Property & Vehicles) · Right-of-Entry · Vehicle Release

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5. INDEMNIFICATION, HOLD HARMLESS, AND NO GUARANTEE

To the extent permitted by applicable law, I/we agree to indemnify, defend, and hold harmless the State of Alaska, DHS&EM, the Federal Emergency Management Agency (FEMA), the United States Government, and their officers, employees, agents, contractors, and subcontractors from claims arising from my/our acts or omissions, including failure to disclose known hazardous conditions, ownership issues, liens, or applicable insurance coverage (property or vehicle). This indemnification is required for removal of debris or wreckage from private property under AS 26.23.110(b), which provides that authority under AS 26.23.110(a)(1) may not be exercised unless the owner first unconditionally authorizes the removal and agrees to indemnify the state government against claims arising from the removal. This indemnification applies now to the State and is intended to apply to FEMA and the Federal Government if this incident is later federally declared. Naming FEMA does not mean a federal declaration has been issued. This does not require indemnification for claims caused by the negligence, gross negligence, willful misconduct, or violation of law by the State, FEMA, the Federal Government, or their authorized personnel, to the extent limited by Alaska law and applicable Federal law. Nothing requires waiver of rights that cannot legally be waived.

I/we will not hold the State, FEMA, the Federal Government, or their contractors responsible for ordinary changes to the property reasonably necessary to perform authorized work. Execution of this form authorizes entry and removal activities but does not guarantee that debris or vehicles will be removed, or that any assistance will be provided. Work is limited to what the State of Alaska / DHS&EM authorizes. Insurance proceeds (property or vehicle) may affect eligibility and must be reported to avoid duplication of benefits. The State may share information from this form with FEMA.

6. CERTIFICATION AND SIGNATURES

By signing below, I/we certify that:

- I/we am/are the legal owner(s) of the property (and vehicle(s), if applicable) or am/are legally authorized to grant access and authorize removal.
- The information on this form is true and accurate to the best of my/our knowledge, including property and vehicle insurance information.
- I/we voluntarily authorize the State of Alaska, DHS&EM, and their contractors/agents to enter the property and perform the authorized debris and (if applicable) vehicle removal work. I/we understand the State may share information from this form and related documentation with FEMA.
- I/we have disclosed known hazardous materials and insurance information (property and vehicles), and will notify the State / DHS&EM — and FEMA if Federal assistance is later provided — of any subsequent insurance proceeds related to the damage, debris, or vehicles.
- I/we understand this form does not guarantee removal or any disaster assistance, that a federal declaration has not been issued as of the date of this form, and that AS 26.23.110(a)(1) limits removal to debris and wreckage that may threaten public health, safety, or property.
- I/we have had an opportunity to ask questions about this form.

PROPERTY OWNER(S) / AUTHORIZED REPRESENTATIVE

Printed Name:	Date:	Phone:
Signature:	Email:	
Authority (if not owner):		
Additional Owner / Rep Name:	Date:	Phone:
Signature:	Email:	

STATE / DHS&EM REPRESENTATIVE

Name:	Title:	Date:
Signature:	Agency / Office:	

7. FOR OFFICIAL USE ONLY

State Disaster: AK-26-332 / Tok Fire (Mukluk Fire)	Property / Parcel ID:
Form Received: ☐ Yes ☐ No Date: _____	Insurance docs (property): ☐ Yes ☐ No
Vehicle insurance docs: ☐ Yes ☐ No ☐ N/A	ROE Authorized: ☐ Yes ☐ No
Vehicle Release Applicable: ☐ Yes ☐ No ☐ N/A	Debris Removal Authorized: ☐ Yes ☐ No
HazMat Identified: ☐ Yes ☐ No ☐ Unknown	HazMat Assessment Needed: ☐ Yes ☐ No
Later federal declaration:	☐ No / not yet ☐ Yes — DR #: _____
# Vehicles Authorized: _____ Contractor: _____	Date Work Authorized: _____
Date Work Completed: _____ Vehicle Disposal / Destination: _____	
Notes: _____	

PRIVATE PROPERTY DEBRIS REMOVAL AUTHORIZATION PACKET

AK-26-332 / 2026 August Tok Fire (Mukluk Fire) · State of Alaska · DHS&EM · State-declared (federal possible)
Property Information · Site Conditions · Property Sale

8. PROPERTY INFORMATION

Complete to the best of your knowledge. Counts and locations help DHS&EM and the Debris Monitor plan hazardous-material work and eligible debris removal. This is not a request to remove standing walls, roofs, or foundations. Mark N/A if an item is not on the property.

Property address (if different from page 1): _____ Parcel / ID: _____

Primary use: ☐ Primary residence ☐ Seasonal / cabin ☐ Rental ☐ Vacant / undeveloped ☐ Commercial / other _____

Year built (approx.) — main structure: _____ Additions / other structures year(s): _____

DESTROYED OR FIRE-DAMAGED STRUCTURES (type and count)

Enter a count for each type present. Condition: D = destroyed / totally burned P = partial S = standing / usable N/A = not present

Structure type	#	Year built	Condition (D / P / S / N/A)	Notes (size, location, contents of concern)
Primary residence / house				
Cabin / guest house / bunkhouse				
Garage / shop / barn				
Shed / cache / outbuilding				
Greenhouse / ice cellar / other				
Commercial or other structure				

WATER, WELLS, AND SEPTIC / WASTEWATER

Drinking water: ☐ Drilled well ☐ Dug / driven well ☐ Hauled / cistern ☐ Public / community ☐ None / unknown

Well damaged or buried by debris? ☐ Yes ☐ No ☐ Unknown ☐ N/A Well location on property: _____

Wastewater: ☐ Septic tank + drainfield ☐ Holding tank ☐ Cesspool / pit ☐ Outhouse / privy ☐ None / unknown

Septic / tank damaged, collapsed, or exposed? ☐ Yes ☐ No ☐ Unknown ☐ N/A Location: _____

HEATING FUEL TANKS AND BULK FUEL

Heating / bulk fuel present? ☐ Yes ☐ No ☐ Unknown Type: ☐ Heating oil ☐ Diesel ☐ Gasoline ☐ Other _____

Placement: ☐ Aboveground (AST) ☐ Underground (UST) ☐ Inside structure ☐ Sled / day tank # of tanks: _____

Approx. size (gallons): _____ Known leak, stain, or sheen? ☐ Yes ☐ No ☐ Unknown Location: _____

PROPANE SYSTEMS

Propane on property? ☐ Yes ☐ No ☐ Unknown # of cylinders / tanks: _____ Sizes (lb or gal): _____

Valves closed after the fire (if known)? ☐ Yes ☐ No ☐ Unknown ☐ N/A Damaged / melted / displaced? ☐ Yes ☐ No

Location(s) on property: _____

GENERATORS, SOLAR, AND BATTERY STORAGE

Generator: ☐ Portable ☐ Standby / installed ☐ None ☐ Unknown Fuel: ☐ Gas ☐ Diesel ☐ Propane Location: _____

Condition / notes: _____

Solar photovoltaic: ☐ Yes ☐ No ☐ Unknown Approx. # of panels or kW: _____ Inverter present? ☐ Yes ☐ No

Battery storage (including lithium): ☐ Yes ☐ No ☐ Unknown Type / size: _____ Location: _____

Lithium batteries, solar arrays, and damaged electrical equipment are handled as hazardous materials and are removed separately from ordinary fire debris.

SNOWMOBILES, ATVs, UTVs, AND OTHER OFF-HIGHWAY VEHICLES

Burned or damaged units authorized for removal should also be listed in Section 4 (Vehicle Release) if you want them hauled. Personal property left in or on them may be lost.

Snowmachines / snowmobiles — count: _____ Condition: ☐ Burned ☐ Damaged ☐ Usable Location: _____

ATVs / four-wheelers — count: _____ Condition: ☐ Burned ☐ Damaged ☐ Usable Location: _____

UTVs / other OHVs — count: _____ Describe: _____

Authorize removal of burned / damaged OHVs listed above? ☐ Yes — remove ☐ No — owner will retain ☐ N/A

Items to keep / do not remove, and other site notes (mark KEEP on the sketch; also access, animals, asbestos, ammunition, chemicals): _____

PRIVATE PROPERTY DEBRIS REMOVAL AUTHORIZATION PACKET

AK-26-332 / 2026 August Tok Fire (Mukluk Fire) · State of Alaska · DHS&EM · State-declared (federal possible)
Property Sketch · Property Sale Provision

8B. PROPERTY SKETCH (hand-drawn is fine)

							

Suggested marks: H house W well S septic T fuel tank P propane G generator PV solar B batteries V vehicle / OHV → access K KEEP

Access notes (driveway, winter trail, locked gate, bridge, soft ground): _____

9. PROPERTY SALE (complete if you may sell before debris removal is finished)

Sale status (check one):

- ☐ I/we do not intend to sell, transfer, or convey the property before authorized debris removal is complete.
- ☐ The property is listed, under contract, or I/we expect to sell or transfer it before work is complete.
- ☐ The property has already been sold or transferred. Date of transfer: _____ Recording / file # (if known): _____

Buyer / transferee name: _____ Phone: _____ Email: _____

Realtor / closing agent (if any): _____ Expected closing date: _____

By signing below I/we agree that:

- I/we will notify the State of Alaska / DHS&EM in writing at DHSEM.PublicAssistance@Alaska.gov before closing, or immediately if a sale, gift, foreclosure, or other transfer occurs after this packet is signed.
- Work may pause until the new owner or person with legal authority signs a current Right-of-Entry, insurance certification, and indemnification. Signing this packet does not guarantee that work will finish before a sale.
- I/we remain responsible for reporting insurance proceeds related to debris, wreckage, or vehicles, and for avoiding duplication of benefits, even after a sale.
- This Right-of-Entry does not convey ownership and is not a representation to any buyer about what debris will be removed.
- To the extent permitted by law, I/we will indemnify the State, DHS&EM, and their contractors against claims by a buyer or new owner arising from my/our failure to disclose this authorization or to give the required notice. This does not require indemnification for the State's own negligence.

Printed name: _____ Signature: _____ Date: _____

If you later decide to sell, you do not need a new packet solely for that reason — send written notice and have the buyer complete a packet before work continues.