



# Fairbanks North Star Borough

Mayor's Office  
Natural Resources Development

[land@fnsb.gov](mailto:land@fnsb.gov)  
Main: (907) 459-1241  
Fax: (907) 459-1122

## OVER THE COUNTER LAND SALE PURCHASE APPLICATION

**We recommend you contact our office at 907-459-1241 for a pre-application meeting prior to submitting this form and associated fees.**

PLEASE PRINT LEGIBLY. ALL individuals who will be represented on the sale agreement must sign this document. You may use a second page if needed.

NAME(s): \_\_\_\_\_

BUSINESS NAME (if any): \_\_\_\_\_

AUTHORIZED AGENT (if any): \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

TELEPHONE #: \_\_\_\_\_ ALTERNATE #: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**APPLICANTS must be current on all property taxes owed to the Borough to qualify for purchase.**

I hereby submit my intention to purchase the property described as (PAN number as found in the listing, street address, and/or legal description): \_\_\_\_\_

### PROCESSING FEES

- I have included the processing fees of **\_\$250.00\_** with this application as required by the current Fairbanks North Star Borough fee schedule.

### PURCHASE METHOD

*The following is to indicate preference only and can be changed later in the process.*

- |   |   |
|---|---|
| <input type="checkbox"/> I am interested in Seller Financing  | <input type="checkbox"/> I am purchasing as a cash sale or will obtain financing privately. * Requires payment in full at closing, with verified funds: |
| <input type="radio"/> I want to discuss the process prior to deciding.                                  | <input type="checkbox"/>  |
| <input type="radio"/> I am ready to proceed and have attached my credit application, documents and fee. | <input type="checkbox"/>  |
|   | <input type="checkbox"/>  |
|   | <input type="checkbox"/>  |
|   | <input type="checkbox"/>  |
|   | <input type="checkbox"/>  |



**PURCHASE AND SALE AGREEMENT**

A Purchase and Sale Agreement will be provided to you. It must be signed and submitted with the 10% down payment by the date noted here:

**Office use only**

Purchase and Sale agreement to be signed on or before:

\_\_\_\_\_ (date)

**By signing below, I acknowledge:**

- I am eighteen (18) years or older
- I am not currently in default for nonpayment on a purchase contract or lease issued by the Borough
- I am not delinquent in the payment of any tax, debt or obligation owed to the Borough
- I have reviewed the Title and supplemental information on the property and accept the terms and conditions therein
- I understand that Borough land is sold “as is,” and Title is transferred by Quit Claim Deed
- If my application is accepted and processed, and for whatever reason I decide not to purchase the parcel indicated above, this processing fee shall be forfeit to the Fairbanks North Star Borough.
- I understand this application does not guarantee a sale of the requested parcel, and is not a valid substitute for the required Purchase and Sale Agreement.

*All intended owners or their authorized representatives must sign below:*

Printed Name: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Printed Name: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Please feel free to attach a separate if more room is needed for applicant signatures.

*You are encouraged to engage a Title Company to represent your interests in this process.  
Title insurance is required if purchasing with Seller Financing.*

