

HOW TO REGISTER FOR myAlaska ACCOUNT

Without a myAlaska username/password you cannot file your statement via electronically

Please note: An active email is required prior registering to myAlaska.

1. Go to myAlaska website to login or click this [link to the APOC filing system](#) and select **Register for a myAlaska account.**



State of Alaska myAlaska My Government Resident Business in Alaska Visiting Alaska State Employees Registered User : Sign In

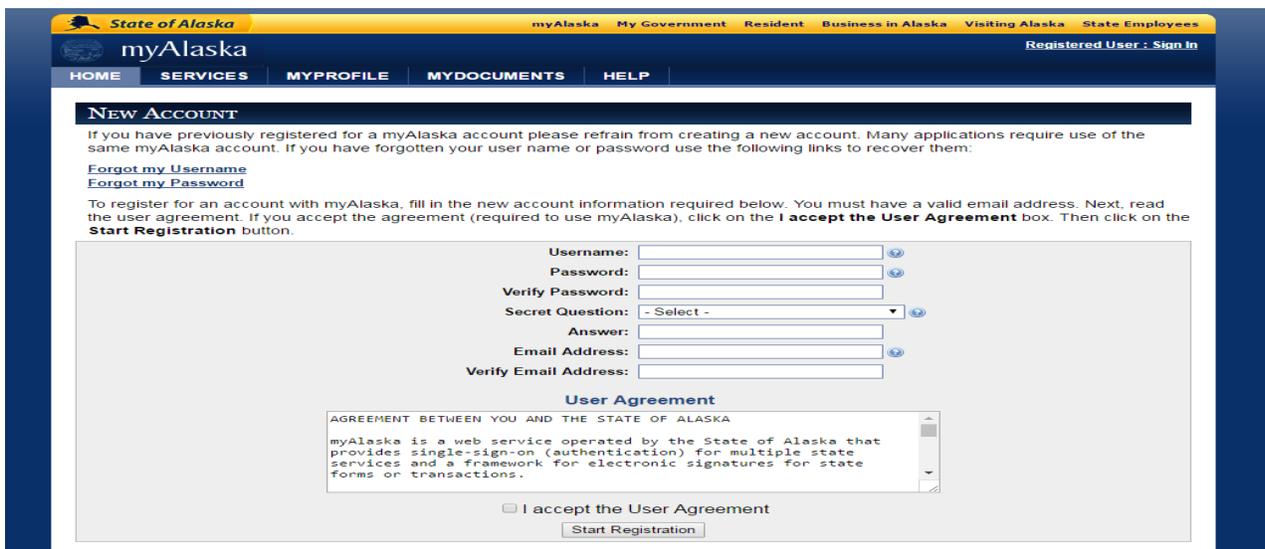
HOME SERVICES MYPROFILE MYDOCUMENTS HELP

myAlaska is a system for Secure Single Sign-on and Signature for Citizens, or, an authentication and electronic signature system allowing citizens to interact with multiple State of Alaska services through a single username and password.

Account Services

[Sign into myAlaska](#)
If you're already registered, sign in and begin using applications or manage your profile through the registered user portal.

[Register for a myAlaska Account](#)
It's quick, easy and provides the tools you need to start using myAlaska applications in just a few minutes.



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NEW ACCOUNT

If you have previously registered for a myAlaska account please refrain from creating a new account. Many applications require use of the same myAlaska account. If you have forgotten your user name or password use the following links to recover them:

[Forgot my Username](#)
[Forgot my Password](#)

To register for an account with myAlaska, fill in the new account information required below. You must have a valid email address. Next, read the user agreement. If you accept the agreement (required to use myAlaska), click on the **I accept the User Agreement** box. Then click on the **Start Registration** button.

Username:
Password:
Verify Password:
Secret Question: - Select -
Answer:
Email Address:
Verify Email Address:

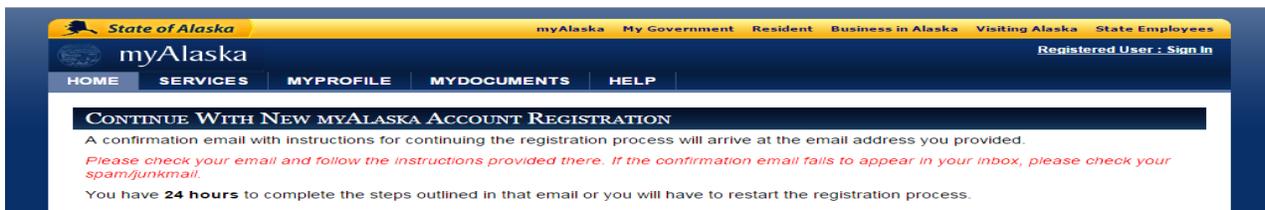
User Agreement

AGREEMENT BETWEEN YOU AND THE STATE OF ALASKA

myAlaska is a web service operated by the State of Alaska that provides single-sign-on (authentication) for multiple state services and a framework for electronic signatures for state forms or transactions.

I accept the User Agreement

2. Check your email and follow the instructions provided there. If the confirmation email fails to appear in your inbox, please check your spam/junkmail.



State of Alaska myAlaska My Government Resident Business in Alaska Visiting Alaska State Employees Registered User : Sign In

HOME SERVICES MYPROFILE MYDOCUMENTS HELP

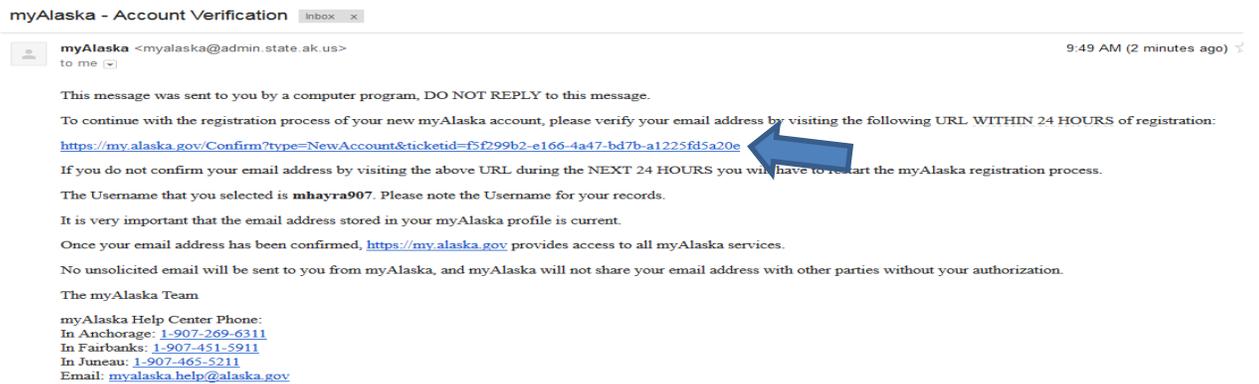
CONTINUE WITH NEW MYALASKA ACCOUNT REGISTRATION

A confirmation email with instructions for continuing the registration process will arrive at the email address you provided.

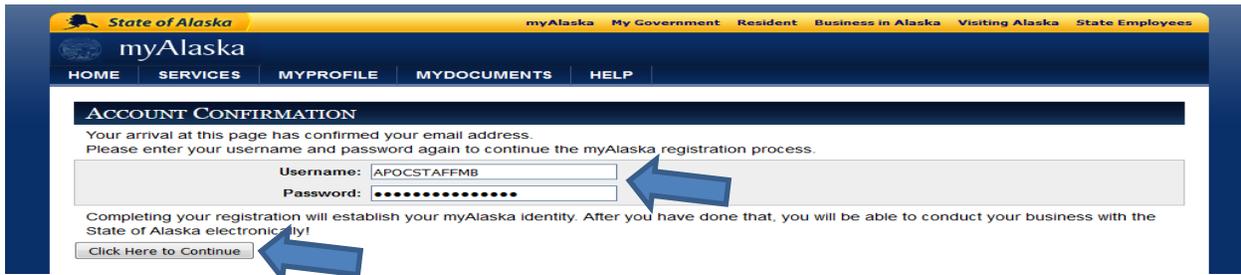
Please check your email and follow the instructions provided there. If the confirmation email fails to appear in your inbox, please check your spam/junkmail.

You have **24 hours** to complete the steps outlined in that email or you will have to restart the registration process.

3. Account verification – click the link to verify account.



4. Make sure username/password is type in if not must type it in and then select **CLICK HERE TO CONTINUE.**



5. To ensure you are properly signed in check on the upper right corner should say **Signed in as: YOUR USERNAME.**



6. Select **View your Services.**



You will be prompted with the Privacy Agreement: Alaska Public Offices Commission MUST read and accept before able to move forward.

7. Select APOC- Disclosure Form.



State of Alaska myAlaska myAlaska My Government Resident Business in Alaska Visiting Alaska State Employees Signed in as APOCSTAFFMB: Sign Out

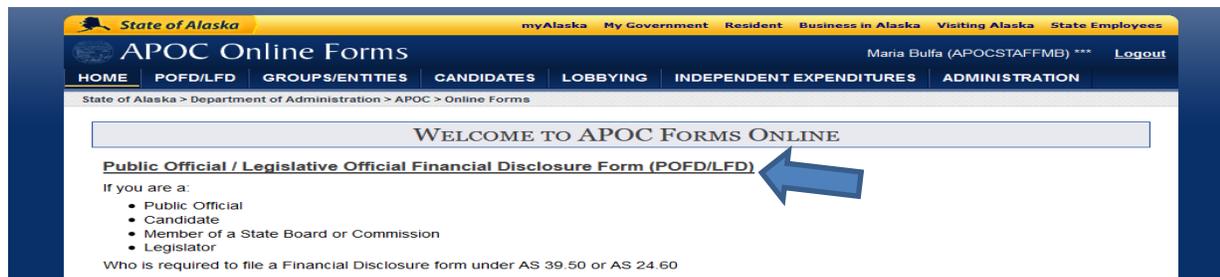
HOME SERVICES MYPROFILE MYDOCUMENTS HELP

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Services for Individuals

- [ACPE - Alaska Student Aid Portal \(ASAP\)](#)
Apply for and view your Alaska Performance Scholarship and Alaska Education Grant Information
- [Alaska Background Check System](#)
Service to allow individuals to apply for and monitor fingerprint based criminal history checks for working in programs that are licensed and/or certified by the Department of Health and Social Services.
- [Alaska Donor Registry](#)
Interface to allow Alaskans to manipulate their status and preferences on the Alaska Donor Registry.
- [APOC - Disclosure Forms](#) 
Reporting for Public Officials, State Employees, Campaign Staff, Campaign Activity and Lobbying Reporting

8. Select Public/Legislative Official Financial Disclosure Form (POFD/LFD).



State of Alaska myAlaska myAlaska My Government Resident Business in Alaska Visiting Alaska State Employees Maria Bulfa (APOCSTAFFMB) *** Logout

HOME **POFD/LFD** GROUPS/ENTITIES CANDIDATES LOBBYING INDEPENDENT EXPENDITURES ADMINISTRATION

State of Alaska > Department of Administration > APOC > Online Forms

WELCOME TO APOC FORMS ONLINE

[Public Official / Legislative Official Financial Disclosure Form \(POFD/LFD\)](#) 

If you are a:

- Public Official
- Candidate
- Member of a State Board or Commission
- Legislator

Who is required to file a Financial Disclosure form under AS 39.50 or AS 24.60

9. Select Start New Form.



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HOME **POFD/LFD** GROUPS/ENTITIES CANDIDATES LOBBYING INDEPENDENT EXPENDITURES ADMINISTRATION

State of Alaska > Department of Administration > APOC > Online Forms > POFD/LFD

PUBLIC OFFICIAL / LEGISLATIVE FINANCIAL DISCLOSURE

Actions

- **Start New Form**
Creates a blank Financial Disclosure Statement to be filed. If you have never filed an electronic Financial Disclosure before, use Start New Form.
- **Resume**
Continue work on a started but not finished Financial Disclosure Statement. If you have already started a Financial Disclosure Statement, use Resume.
- **Copy**
Navigates to another page where the existing Financial Disclosure Form can be copied. If you have to file a previous Financial Disclosure or need to file multiple Financial Disclosures for different positions, use Copy.
- **Amend**
Creates a special amendment copy of the original form to submit corrections and changes. If you need to make changes to an existing form that has already been electronically signed, use Amend.
- **Delete**
Removes the Incomplete form. If you accidentally created a form that you do not intend to file and you want to remove it from the forms list, use Delete.

Financial Disclosure Forms

[Start New Form](#) 

10. Carefully read the instructions and select **START**.

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HOME **POFD/LFD** GROUPS/ENTITIES CANDIDATES LOBBYING INDEPENDENT EXPENDITURES ADMINISTRATION

State of Alaska > Department of Administration > APOC > Online Forms > POFD/LFD

FINANCIAL DISCLOSURE STATEMENT

INSTRUCTIONS

PUBLIC OFFICIALS MUST FILE:

- Initial Statements: Due within **30 days** after taking office as a public official.
- Annual Statements: Due annually on **March 15th**, cover activity from the prior calendar year.
- Final Statements: Due within **90 days** after leaving office; cover any period during the official's service for which the public official has not already filed a statement.

CANDIDATES MUST FILE:

- State Candidates: File with Division of Elections, when filing for candidacy.
- Municipal Candidates: File a printed copy of this report with Municipal Clerk when filing for candidacy; check Municipal Clerk for deadlines.

Please **contact APOC staff** with any questions about this form:

- Email: doa.poc.apocforms_feedback@alaska.gov
- Phone: (800) 478-4176 Statewide Toll Free
(907) 276-4176 Anchorage
(907) 465-4864 Juneau
- In Person: 2221 E. Northern Lights Blvd., Rm. 128, Anchorage, AK 99508
240 Main St., Rm. 500, Juneau, AK 99811

Before beginning this form:

- Please collect any necessary financial documentation that will assist you with filling out this form. For example, you will need information regarding income, property, and other assets.
- Please be aware that it may take a significant amount of time to complete this form and plan accordingly. Once you begin, you may save the data you have already entered by clicking the "Save & resume later" button at the bottom of the screen.
- Please remember that once submitted this form becomes a public document. Do not include confidential information such as social security numbers and bank account numbers.

THIS REPORT IS A SWORN STATEMENT. YOUR SIGNATURE ON THE LAST PAGE CERTIFIES THAT THIS DISCLOSURE IS TRUE, CORRECT and COMPLETE.

Cancel Start

11. You are now ready to proceed to the form.

- Year of Report:** 2020
- Why are you filing:** Office Holder
- Branch:** Local Municipal Government (Members of the Planning Commission –do not select board/commission).
- Report Type:** Annual (due on or before March 16, 2020)

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HOME **POFD/LFD** GROUPS/ENTITIES CANDIDATES LOBBYING INDEPENDENT EXPENDITURES ADMINISTRATION

State of Alaska > Department of Administration > APOC > Online Forms > POFD/LFD

FINANCIAL DISCLOSURE STATEMENT

PURPOSE OF FILING

Year of Report: 2016 **Report Date From:** 1/1/2015 **Report Date To:** 12/31/2015

Why are you filing?

Office Holder State Candidate Municipal Candidate Judicial Retention Candidate

Branch:

Board/Commission Member
 Executive
 Judicial
 Legislative
 Local Municipal Government

Report Type:

CANDIDATE STATEMENT: Due when filing declaration of candidacy.
 INITIAL STATEMENT: Due 30 days from appointment for new public officials (and annually thereafter.)
 ANNUAL STATEMENT: Due by March 15th - for incumbent officials.
 FINAL STATEMENT: Due 90 days after leaving office.

Cancel Previous Next

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Each page is provided with a description please as your guidance. If something is not clear do not move forward contact APOC staff at 907-276-4176 for assistance.

Almost there.....

12. Incomplete page 18 of 19 must review the entire page for errors. When finish reviewing and then click **NEXT** button located in the bottom right corner of the review page. This statement is Incomplete until certified.

State of Alaska > Department of Administration > APOC > Online Forms > POFD/LFD

FINANCIAL DISCLOSURE STATEMENT

Office Holder - Board/Commission Member - Alaska Natural Gas Development Authority - Report From: 1/1/2016 To: 12/31/2016

REVIEW SUBMISSION

- You **MUST** click **NEXT** and electronically sign this form to submit it to APOC. Otherwise you have **NOT** filed your disclosure and may be subject to civil penalties for a late filing.
- Please carefully review your Financial Disclosure below. If corrections are needed use the blue "Previous" and "Next" buttons below to navigate to the

Associated Person	Description
	ations / Nothing to Report

POFD FORM

By APOC STAFF	Compensation
INCOMPLETE	ner Employers / Nothing to Report

FILER INFORMATION

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Save & Resume Later Previous Next

13. Certification page 19 of 19 click **FINISH** button to certify statement by entering your **myAlaska** password then click the **sign & submit** button.

Return to APOC - Disclosure Forms

CERTIFICATION

NOTE: Public officials who are required to file this disclosure statement may have additional obligations to disclose conflicts of interest or potential conflicts under state executive, legislative or judicial ethics rules or personnel rules. Legislators who are required to file this disclosure statement have additional disclosure and reporting requirements imposed by the Select Committee on Legislative Ethics. Local officials may also be governed by local ethics ordinances or personnel rules.

Click "Finish" to sign and submit the form.

All who are required to file public disclosure forms are solely responsible for filing complete, accurate and truthful forms by the deadlines.

THIS IS A PUBLIC DOCUMENT

Disclosure forms, guidelines, laws and regulations are online: doa.alaska.gov/apoc/ or from APOC offices

ALASKA PUBLIC OFFICES COMMISSION

ANCHORAGE OFFICE:
2221 E. Northern Lights Blvd - Rm 128
Anchorage, AK 99508-4149
907-276-4176 / Toll-free 800-478-4176
Fax 907-276-7018

JUNEAU OFFICE:
240 Main St - Rm 500
Mail P.O. Box 110222
Juneau, AK 99811-0222
907-465-4864 / Fax 907-465-4832

E-mail APOC: doa.apoc@alaska.gov

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Save & resume later Previous Finish

SIGNING CEREMONY

By using your electronic signature to sign this document, you legally bind yourself to it to the same extent as you would by signing a paper copy of the document.

Please take a moment to verify that the document you are about to electronically sign is in a readable format, and is an accurate copy of the electronic document you submitted.

This is important because, under Alaska law, criminal penalties apply for falsely certifying a document. If you submit information that you know is false, you could face imprisonment, fines, or both.

You are legally obligated to protect the security of your myAlaska electronic signature. That means you cannot share your myAlaska password with anyone else - even a family member - or let anyone else use your myAlaska electronic signature. If you discover any evidence that anyone else has used your electronic signature or gained access to your password, you must report it promptly to the [myAlaska Help Center](#).

Document Details

Title: POFD Form
Description: test, test
Department: Department of Administration
Division: Public Offices Commission
Size: 13094 bytes
Certified Date: [View Document](#)

Password:

Sign and Submit Cancel