



State of Alaska  
Department of Commerce, Community and Economic Development  
Division of Corporations, Business and Professional Licensing  
**ALASKA REAL ESTATE COMMISSION**  
Atwood Building  
550 West 7<sup>th</sup> Avenue, Suite 1500  
Anchorage, AK 99501-3567  
Phone: (907) 269-8162 ★ Fax: (907) 269-8156  
Website: [www.commerce.alaska.gov/occ/prec.htm](http://www.commerce.alaska.gov/occ/prec.htm)

## NOTICE OF TEMPORARY ABSENCE OF BROKER OF RECORD

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To: Alaska Real Estate Commission

From: \_\_\_\_\_

I, Broker of \_\_\_\_\_, will be out of my office beginning on

\_\_\_\_\_.

to: \_\_\_\_\_

or until the Commission is notified in writing.

The substitute Broker is \_\_\_\_\_.

◆**The Commission must be notified in writing, within 3 calendar days, when the broker returns and the substitute broker is no longer in charge.**

I will  will not be available by phone or email during my absence.

Phone number: \_\_\_\_\_

Email address: \_\_\_\_\_

Broker Signature \_\_\_\_\_ Date \_\_\_\_\_

Substitute Broker Signature \_\_\_\_\_ Date \_\_\_\_\_

Fax : (907) 269-8196, email: [beata.smith@alaska.gov](mailto:beata.smith@alaska.gov), or

Mail to: Alaska Real Estate Commission  
550 West 7<sup>th</sup> Avenue, Ste. 1500  
Anchorage, AK 99501-3567