



TAX-EXEMPT MOTOR FUEL, TOBACCO & CIGARETTE PROGRAM

NON-MEMBER AUTHORIZED USE OF TRIBAL CARD FOR FUEL, TOBACCO & CIGARETTE PURCHASES

Approved by:

Date:

INSTRUCTIONS/POLICY

This policy authorizes the use of a Tribal Member's ID (swipe) card by a non-member spouse, family member, or caretaker on behalf of the Tribal Member when the Tribal Member is unable to drive and or make a fuel, tobacco and or cigarette purchase due to a disability. Such use shall not be for the personal use of the authorized person.

Authorization needs to be in writing, with reason noted for such authorization, type of disability, duration, and expiration date (if needed). The authorization must include the name(s), address, and signature of the authorized user, as well as a photocopy of their driver's license and vehicle registration.

Authorization must have a witness signature on document.

Authorization must be approved and filed by the Tax Department which oversees the Tax Agreement and a copy shall be forwarded to the designated retailer/gas station.

The policy is implemented to protect the privileges of the disabled Tribal Member and to provide assurance to the Tribe that the Tax Agreement is in no way jeopardized.

Tribal Member **MUST** provide supporting documentation for the said disability such as:

- Disability Parking Permit
- Statement from Physician
- Power of Attorney Documentation

Tribal Member and or authorized user(s) must contact the Tax Department to revoke authorized user(s).

AT THE DESIGNATED RETAILER/GAS STATION:

Authorized user must present Tribal Member's ID plus authorized user(s) driver's license.

No Picture ID, No Discount!!

If authorized user completes log at station for Tribal Member, they must enter Tribal Member's ID & name plus authorized user's signature.

Disabled Tribal Member and authorized user must comply with monthly purchase limits which apply to all Tribal Members.

Retailer to hold authorization forms on file until such authorization form expires and or Tribal Member card holder revokes authorized user(s).

Retailer may request proof of authorization at any time from authorized user(s) and or verify an authorization from the Tax Department should a authorization form not be on file with retailer.



TAX-EXEMPT MOTOR FUEL, TOBACCO & CIGARETTE PROGRAM

Non-Member Authorized Use of Tribal Card for Fuel, Tobacco & Cigarette Purchases

Name:	Tribal ID:	Telephone No.:	Date:
Address:		Type of disability:	
		Circle One: Permanent Temporary	Expiration Date:
			Revocation Date:

I hereby authorize _____ to use my Tribal ID card on my

Authorized User(s):	Authorized User(s):
Address:	Address:
Telephone No:	Telephone No.:
Plate #:	Plate #:

Signatures:

Tribal Member	Date
Authorized User	Date
Authorized User	Date
Witness	Date

OFFICE USE ONLY
Approved by: _____, Tax Dept., on the _____ day of _____, 20____

Authorized users must provide proof of identification and supportive documentation for disabled Tribal Member
 Complete and return to Department of Business Regulations for further processing