



Waganakising Odawak

Little Traverse Bay Bands of Odawa Indians

Executive Office

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Executive Directive # 7-01032008-01

Signatures and Procedures for Resident Tribal Member use of Tribal Certificates of Exemption for Sales Tax

Tribal Council adopted, and the Executive signed Tribal Resolution 070807-04 in which with Regard to the Tax Agreement the Little Traverse Bay Bands of Odawa Indians Tribal Government elected to switch to the Tribal Certificates of Exemption method to implement the tax exemptions for Resident Tribal Member and Tribal Entity purchases. The Resolution stated that all Tribal Certificates of exemption must be signed by the Tribal Chairperson or his designee. As of January 1, 2008 this process is initiated. To implement this process the following directives are hereby made:

1. The Department of Commerce shall have primary responsibility for administering and tracking use of Tribal Certificates of Exemption by Resident Tribal Members and Tribal Entities. Both hard copy and electronic records shall be kept of each issuance of a Certificate. Each Certificate shall have a unique number for tracking purposes.
2. Pursuant to Tribal Resolution 070807-04, I designate Department of Commerce assistant Theresa Keshick to sign Tribal Certificates of Exemption for use of Resident Tribal Members and Tribal Entities. In her absence I designate Tribal Administrator Albert Colby, Jr. to sign the Certificates. In both of their absence I designate Vice-Chairperson William Denemy to sign the Certificates and I reserve the responsibility for myself if none of the above are available.

This Executive Directive becomes effective January 3, 2008, and will remain in effect until rescinded by a subsequent Executive action or by a Tribal Council action with Executive concurrence.

Frank Ettawageshik, Tribal Chairman