



# COUNCIL ANNETTE ISLANDS RESERVE



Metlakatla Indian Community

Albert G. Smith, Mayor  
Judith A. Eaton, Secretary  
Darcy Booth, Treasurer

Established 1887

Post Office Box 8  
Metlakatla, Alaska 99926  
Phone (907)886-4441  
Fax (907)886-7997

## 2023 EMPLOYMENT PERMIT APPLICATION

**This permit requires a fifty-dollar (\$50) fee and will be processed upon obtaining an approved Resident permit. Both sides of this form must be completed, including all relevant Applicant and Sponsor information.**

Position held by Applicant: \_\_\_\_\_

### APPLICANT

### SPONSOR (Member Spouse may Sign as Sponsor)

\_\_\_\_\_  
Name  
\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date of Birth      \_\_\_\_/\_\_\_\_/\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Name of Sponsor or Business Sponsor  
\_\_\_\_\_  
Residence or Business Location

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
Birthplace

\_\_\_\_\_  
Address of Sponsor

\_\_\_\_\_  
Residential location, if different than Sponsor  
Applicant Phone #: \_\_\_\_\_

\_\_\_\_\_  
Phone Contact for Sponsor      \_\_\_\_\_  
Date of Application

**Any violation(s) of the M.I.C. Law & Order Code shall be grounds for eviction from the Annette Islands Reserve, Metlakatla Indian Community, Metlakatla, Alaska.**

I understand that being recognized and approved to reside in the Metlakatla Indian Community does not constitute free contract health care through the MIC Annette Islands Service Unit.

**By placing my signature below, I am verifying that I have read and understood the above listed principles.**

Furthermore, I certify that I have read and understood the procedures and regulations regarding my residency as stipulated on the backside of this form. By signing as the sponsor, you are accepting full responsibility for the applicant; which may include transportation costs, should the applicant be evicted

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Signature of Sponsor

#### MIC Determination

Approved  M.I.C. Receipt # \_\_\_\_\_

\_\_\_\_\_  
Authorized Executive Signature

Denied  M.I.C. Permit # \_\_\_\_\_

\_\_\_\_\_  
Date

## APPLICATION PROCESS FOR EMPLOYMENT

1. All applicants who apply for the first time, must provide two (2) pieces of identification, one must include a picture. If you are not a U.S. Citizen, you must also provide a copy of your immigration card and proof of a U.S. Social Security card.
2. Are you not the spouse of an MIC member, yet wish to be employed on the Annette Islands Reserve? Then, your employer and/or business owner must sponsor you.
3. Please note that your application may be brought to the Metlakatla Police Department for a background check.
4. Before you can receive an MIC Employment permit, you must have an approved Resident Permit.
5. For the applicant who is not the spouse of a member, the Employment permit allows you to work for one business only per application. The cost for each Employment permit application is fifty-dollars (\$50). If you change employers, you must submit a new application.
6. All permits are approved on an annual basis and must be renewed every January.
7. An MIC member spouse is eligible to sign as the sponsor for an open Employment permit as long as the marriage is in effect and a copy of the marriage certificate is filed with the Secretary. A non-member spouse is able to apply for any job within the Annette Islands Reserve.
8. Applicants and Sponsors must read and agree with the rules and regulations of the MIC application process. Signatures are necessary for MIC to complete the application process. Failure to sign below may result in not approving the permit, or slow down the approval process.

To MIC Council and Executives:

I am submitting herewith my application to be gainfully employed within the Annette Islands Reserve and do subscribe to the following principles of good citizenship:

- To be faithful and loyal to the local Government of the Community, the United States of America and the State of Alaska.
- To obey the law, ordinances and regulations of the community.
- To cooperate earnestly in all endeavors for the education of our children for the advancement of the Community and for suppression of all forms of vice.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Sponsor

\_\_\_\_\_  
Date