

# AK-CHIN INDIAN COMMUNITY

## Planning and Development Department

42507 West Peters & Nall Road • Maricopa, Arizona 85138 • Telephone: 520.568.1070 • Fax: 520.568.1061



### Agencies/Businesses/Companies

### Instructions for Completing a Right of Entry Application

Thank you for your interest in wanting to conduct business with the Ak-Chin Indian Community. All interested parties proposing to do business with the Ak-Chin Indian Community are required to complete a Right of Entry (ROE) Application. This ROE Application is only for the Ak-Chin Indian Community. Please use the instructions below to help you complete your application. Please include a separate sheet of paper if more space is required.

#### A. **Business Name:**

Please list the name of your Agency/Business or Company, address, city, state and zip code. Please specify if the Agency/Business or Company is an LLC, Corporation, Incorporated, or d.b.a (Doing Business As).

\*If a Right of Entry Permit is approved, it will be issued in the name of the applicant listed and signing the application. Therefore, please list each individual included in your application with identification and make sure each person signs the approved Right of Entry Permit.

#### B. **Purpose and/or Reason (please specify complete scope of work):**

In this section, please include the purpose and/or reason for conducting business within the boundaries of Ak-Chin Indian Community.

1. What is the purpose/reason of conducting business with Ak-Chin Indian Community?
2. If applicable, please list the Community Department, Event, or Program that the project is affiliated with and include the designated contact person from the Community.
3. Will the project include ground disturbance? If so, this will require a Cultural Monitor. You will be required to notify the Cultural Resources Program five (5) business days in advance of entry. The phone number for the Cultural Resources Program is (520)568-1365.

#### C. **Estimated Start/End Dates and Time of Entry:**

Under this section, you will list the proposed start/end dates and time of entry. Please note the dates indicated are subject to approval by the Ak-Chin Indian Community Council.

1. Include a proposed list of dates for services.
2. Proposed hours of operation and schedule.
3. Include a set proposed list of dates for entry in the event we are unable to accommodate the first date(s).

If a Cultural Monitor is deemed necessary, proposed hours of entry are subject to the Cultural Resources Program hours which vary.

**\*Approval of all ROE applications take 3-4 weeks, please plan and schedule your project accordingly.**

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### **D. Names of People entering Community and their duties:**

Under this section, please list the names, job title, and job duties of all individual(s) who plan to be on site. Each person is required to have the following submitted along with the application:

1. Current Driver's License for all individuals listed on the application. Expired Driver's License running through ROE dates will not be accepted and application will be deemed incomplete unless Driver License is update.

**All individuals entering must have a current Driver's License throughout the time of entry.**

## **Agencies/Businesses/Companies Instructions for Completing a Right of Entry Application**

### **E. Vehicle Identification:**

Please include the following vehicle information on your application:

1. List the VIN Number
2. Make
3. Model
4. License plate
5. Provide a copy of the current Auto Insurance for the vehicle being listed.  
All insurance cards must be current throughout the time of entry.

**Expired Auto Insurance cards running through ROE dates will not be accepted and application will be deemed incomplete unless Auto Insurance card is updated.**

### **F. Description of Area of Entry:**

Please describe the location you propose to be located in. The proposed location is subject to the approval of the Community Council.

### **G. Contact Information:**

Please list Name, Address, Telephone #, Fax #, E-mail Address, sign and date the application.

Please be advised that should a ROE Permit be granted, you will be required to comply with the applicable provisions of the ROE Conditions.

**Approval of all Right of Entry applications may take upwards of 3-4 weeks, so please plan and schedule your project accordingly.**

Should you have any questions in completing your ROE application, please contact the Planning and Development Department at (520) 568-1070.



## AK-CHIN INDIAN COMMUNITY REQUEST FOR RIGHT OF ENTRY ON RESERVATION

ORGANIZATION NAME:		
ADDRESS:		
CITY:	STATE:	ZIPCODE:
PURPOSE AND/OR REASON (Please specify complete scope of work):		
ESTIMATED START AND END DATES AND TIMES OF ENTRY:		
First Choice (Date of Entry):		Entry Start/End Times:
Second Choice (Date of Entry):		Entry Start/End Times:
If a Cultural Monitor is required, dates and times subject to availability.		
NAMES, TITLES, AND DUTIES OF PEOPLE ENTERING RESERVATION:		
<p><b>*If further room is needed for this section, submit a separate sheet with the names, titles, and duties with application.</b></p>		
<b>Please attach a copy of current auto insurance card for vehicle (s) listed</b>		
MAKE:	MODEL:	
LICENSE PLATE:	VEHICLE IDENTIFICATION NUMBER:	
MAKE	MODEL:	
LICENSE PLATE:	VEHICLE IDENTIFICATION NUMBER:	



## AK-CHIN INDIAN COMMUNITY REQUEST FOR RIGHT OF ENTRY ON RESERVATION

DESCRIPTION OF AREA OF ENTRY (include a map of location):	
CONTACT INFORMATION	
NAME:	TELEPHONE OFFICE:
TITLE:	TELEPHONE CELLULAR:
Fax#:	EMAIL:

The applicant understands and hereby expressly agrees that, as a condition of any Right-of-Entry granted, the applicant must agree to indemnify the Ak-Chin Indian Community ("Community"), the owners of the land, and occupants of the land, against liability for loss of life, personal injury and property damage occurring because of or due to activities caused by the applicant, applicant's employees or contractors and their employees, or subcontractors and their employees.

The applicant further understands and hereby expressly agrees that, as a condition of any Right-of-Entry granted, the applicant must provide the Community with a copy of all notes, data, analysis, maps, and reports resulting from the work authorized by this application as it becomes available.

The applicant further understands and hereby expressly agrees that the Right-of-Entry Conditions listed below will apply to any Right-of-Entry granted. This application must be returned to the follow address:

Ak-Chin Indian Community  
Planning and Development Department  
42507 W Peters & Nall Road  
Maricopa, Arizona 85138  
Phone: 520-568-1070  
Fax: 520-568-1061

If this application is approved, a Right of Entry Permit will be returned to the above listed contact person.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## AK-CHIN INDIAN COMMUNITY REQUEST FOR RIGHT OF ENTRY ON RESERVATION RIGHT OF ENTRY CONDITIONS

1. Individuals granted a Right-of-Entry into the Community who are found in other areas outside of their specified job site(s) may be cited for civil trespass by the Community Law Enforcement Officers. In addition, individuals cited for civil trespass could be fined and have their vehicles and/or equipment confiscated.
2. Activities that are not related directly to the purpose stated above are a violation of this Right-of-Entry and may be cause for the Right-of-Entry to be revoked.
3. Individuals granted a Right-of-Entry are prohibited from carrying firearms onto Tribal land. (Tribal law prohibits hunting and fishing activities.)
4. Individuals granted a Right-of-Entry into the Community must be aware that there are ordinances protecting archaeological and historical sites, as well as for the protection of native plants. **In the event that any ground disturbance is conducted or if a Cultural Monitor is required, the Permittee of the Right- of-Entry must contact the Cultural Resources Office five (5) business days prior to engaging in any such activity.** Archaeological studies or clearances will be performed only by the Ak-Chin Cultural Resources Office. Individuals granted a Right-of-Entry into the Community should make an earnest effort to become knowledgeable of these ordinances, or make inquiries to the Planning and Development Department when in doubt concerning them.
5. Individuals granted a Right-of-Entry shall understand and expressly agree to indemnify the Community, the owners of the land, and occupants of the land, against liability for loss of life, personal injury and property damage occurring because of their activities and caused by the Permittee, Permittee's employees or contractors and their employees, or their subcontractors and their employees
6. Individuals granted a Right-of-Entry shall notify the Planning and Development Department at (520) 568-1070, at least twenty- four (24) hours in advance of any visit to the Community.
7. Individuals granted a Right-of-Entry into the Community must keep the approved Right-of-Entry in their possession at all times (copies of the approved Right-of-Entry are acceptable). Further, it is understood the participants in the permitted activity will abide by the laws and ordinances of the Community.
8. All individuals granted a Right-of-Entry shall provide the Community with a copy of all notes, images, video, data, analysis, maps, and reports resulting from the work authorized by the Right-of-Entry, as it becomes available.
9. Individuals granted a Right-of-Entry must restore the land as nearly as may be possible to the original condition upon the expiration or termination of the Right-of-Entry.
10. Individuals granted a Right-of-Entry must restore the land as nearly as may be possible to the original condition upon the expiration or termination of the Right-of-Entry.