

Stockbridge-Munsee Community

FY-2019 Per Capita

Application Instructions

The Stockbridge-Munsee Community Land & Enrollment Department is required to keep complete and accurate records for purposes relating to individual tribal members and their per capita distributions. It is important that you update your mailing address with the tribe on a regular basis.

ELIGIBILITY

- Adult enrolled members (age 18 yrs. by October 30th, 2019)
- Enrolled by June 1st, 2019 with the Stockbridge-Munsee Community
- Deceased members alive as of June 1st, 2019 (Payable to the estate of the member)

CHANGE OF INFORMATION

- Name Changes
 - Submit a copy of legal documentation, marriage license, or I.D. to verify the change
- Guardianship or Power of Attorney
 - Submit a copy of legal documentation verifying guardian or power of attorney status
- Address changes OR Payment changes (after Per Capita Application is submitted)
 - Resubmit a new Per Capita Application

SUBMIT PER CAPITA APPLICATIONS

- Submit COMPLETE Per Capita Applications

BY-MAIL or deliver IN-PERSON to:

Stockbridge-Munsee Community

Land & Enrollment Department

P.O. Box 70

N8476 Moh He Con Nuck Road (**NEW LOCATION: Tribal Offices**)

Bowler, WI 54416

Hours of Operation

Monday thru Friday

8 a.m. – 4:30 p.m.

PER CAPITA APPLICATION DEADLINE

- Applications **MUST** be received by the Land & Enrollment Department **ON** or **BEFORE**:
Friday, August 30th, 2019 at 4:30 p.m. to receive payment **AFTER** October 30th, 2019
NO EXCEPTIONS!

NOTARIZATION OR SIGNATURE OF ENROLLMENT OFFICIAL

- Per Capita Applications may be submitted:
 - **IN-PERSON:** WITHOUT notarization if delivered IN-PERSON to the Land & Enrollment Department
 - **BY-MAIL:** MUST be notarized if submitted BY-MAIL

INCOMPLETE PER CAPITA APPLICATIONS

- Incomplete applications will not be processed & will be returned BY-MAIL
- Faxes or copies will not be processed (MUST submit original application)

PER CAPITA PAYMENT AMOUNT

- Payment amount (before taxes) for FY-2019 is: \$1,000.00
- **Payments will be issued AFTER:** **October 30th, 2019**
- **DIRECT DEPOSIT**
 - If you do not receive your Per Capita payment after October 30, 2019, the funds may have been rejected by your bank
 - If the bank rejects the payment, a check will be mailed to the address listed on the application
- **CHECK BY MAIL**
 - If you are receiving a check BY-MAIL, please allow time for delivery
 - You may request a stop payment or check re-issue after December 18, 2019
 - If you have not received your Per Capita payment by December 18, 2019, please contact:
Land & Enrollment Department at (715) 793-4671 or (715) 793-4677

PER CAPITA INCOME

- Need-based benefit programs may be affected by per capita distributions. Please consult with your caseworker or the appropriate agency if you have any questions or concerns