

2014

**Southern Ute Indian Tribe
Crossing Permit Renewal Instructions**

PLEASE REVIEW CLOSELY

Pursuant to the Southern Ute Indian Tribe, any person or entity conducting commercial activities on the reservation is required to possess a crossing permit. It is your responsibility as a commercial company to have the VALID documents, i.e. a copy of the SUIT Crossing Permit and current employee list in every vehicle which crosses the SUIT reservation.

Please review the enclosed permit for accuracy & completeness
(including your e-mail address)

1. ***If the form is complete and correct, sign the permit and mail it back with your payment & your employee/ vehicle/ equipment list. You may also renew your permit in person.***
 - a. Mailing address: Southern Ute Indian Tribe; Department of Natural Resources/Lands Division; P.O. Box 737; Ignacio, CO 81137.
 - b. In person: Tribal Annex Building at 116 Memorial Drive. Call (970) 563-0126 for directions if needed.
 - c. Cash, check or money orders only (**we do not accept credit cards**). Make checks payable to "Southern Ute Indian Tribe".
 - d. You must include a list of all current employees, vehicles & equipment for the 2014 permit using the following example:

YOUR COMPANY NAME - Address and Phone Number

Employees:

Jane Doe
Bear Brown
Johnny Begood

Date Added/Dropped (changes made in 2014 ONLY)

Vehicles, Equipment & Trailers:

<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>Color</u>	<u>State</u>	<u>Lic#</u>	<u>Date Added /Dropped (in 2014 ONLY)</u>
2008	Chevy	2500	White	CO	000-SOL	
1995	Ford	F-150	rust	CO	IM2 OLD	

2. If corrections need to be made to your renewal permit, make changes on the form and fax back at (970) 563-0387, e-mail back at suitpermits@southernute-nsn.gov or call us at (970) 563-0126 with changes needed. We will revise the permit and fax or e-mail a revised permit to you. Then follow all instructions.

3. **Permit Fees**

a. Annual Permit: **\$500 per company**

b. Vehicle Decals: **\$40 per vehicle.**

Decals must be purchased for each vehicle to be covered by the company permit and which is listed on the vehicle list.

Decals are not required for equipment or trailers. **If you purchase additional vehicles, each additional vehicle will require a decal. In this case, you will need to update your vehicle list when you start using a new vehicle.** Replacement decals may be purchased for windshield replacement for \$2.00 per vehicle.

4. **Vehicle Decals**

a. Decals issued for vehicles only. Decals are not required for equipment or trailers.

b. Your annual permit is only valid if your decal is **permanently affixed in the lower left hand corner of the vehicle windshield** that is registered on your vehicle and personnel list. ***Permits may not be shared, altered or taped on windshields.***

5. **Updating your employee, vehicle, equipment & trailer list throughout the year.**

a. The list must be updated and faxed, e-mailed or mailed to us whenever you drop or add employees or vehicles, equipment or trailers as the changes occur. If you do not need additional decals, you may simply fax or e-mail us an updated list that shows additions or deletions in 2014 as shown in the following example:

YOUR COMPANY NAME

Employees:

Date Added/Dropped (changes in 2014)

Jane Doe

Bear Brown

Johnny Begood

Dropped 1/14/2014

Added 3/15/2014

Vehicles, Equipment & Trailers:

<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>Color</u>	<u>State</u>	<u>Lic#</u>	<u>Date Added /Dropped (in 2014)</u>
2008	Chevy	2500	White	CO	000-SOL	Added 1/30/2014
1990	Ford	F-150	Rust	CO	IM2 OLD	Dropped 1/29/2014

Note: Your updated lists must continue to show the employees or vehicles that were dropped and the date they were dropped as shown above. DO NOT ENTIRELY REMOVE THESE NAMES OR VEHICLES/EQUIPMENT FROM FUTURE UPDATED LISTS as this is an annual accounting of those working on Tribal Lands.

6. VALID PERMITS

- a. **Purpose and MAP:** Your permit is valid ONLY for the location(s) stated on your crossing permit. Your permit does not allow you to be on Tribal land for any other activities that have not been otherwise authorized by the Southern Ute Indian Tribe (i.e. Hunting, Camping, Site Seeing, Hiking). If your permit is for the "Oil & Gas Field" please visit our web site for a map.

You must make copies of this map to attach to every copy of your crossing permit.

<http://www.southernute-nsn.gov/sites/lands/documents/suit-crossing-permit-map-oil-and-gas-field.pdf>

If you are performing any type of activity on land adjacent to Tribal land that may involve your being on Tribal land (i.e. fence building, or any type of surveying) you must first receive authorization from the Department of Natural Resources / Lands Division, at (970) 563-0126.

- b. **Copy of Permit:** Your permit is not valid unless the employee crossing the reservation has a valid copy of the crossing permit in his/her possession with copies of: **1)** the Company Employee/Vehicle List that includes the employee's name and a description of the vehicle he/she is driving/riding in, and **2)** a copy of the map. The vehicle must also have a decal on the windshield if the permit is an annual permit.

- c. **Decal:** Your annual permit is only valid if your decal is permanently affixed in the lower left hand corner of the vehicle windshield that is registered on your vehicle and personnel list.

- d. PLEASE HAVE ALL OF YOUR EMPLOYEES READ THIS PAGE AND THE STATEMENT AT THE BOTTOM OF THE CROSSING PERMIT REGARDING RULES AND REGULATIONS WHILE CROSSING TRIBAL LAND. THIS ACTION COULD SAVE YOU AND YOUR EMPLOYEES FROM BEING CITED FOR VIOLATIONS THAT CAN RESULT IN FINES AND/ OR REVOCATION OF THE PERMIT. IT IS YOUR RESPONSIBILITY TO ENSURE YOUR EMPLOYEES UNDERSTAND THE CONDITIONS OF THE PERMIT ISSUED TO YOUR COMPANY.

If you have any questions or if you need further information, please contact: Tammie Begay or Seana Luzar, Lands Technicians or Jim E. Formea, Permits and Rights-of-Way Coordinator at (970) 563-0126.

You can also visit our website for information at:

<http://www.southernute-nsn.gov/natural-resources/lands>