



## Ho-Chunk Nation Office of Tribal Enrollment

### Notice from the HCN Office of Tribal Enrollment

Previously, Wisconsin law allowed for an identification card issued by a federally recognized Indian tribe to be used as proof of identification for voting purposes. On April 3rd, 2018, **Wisconsin Senate Bill 488** was enacted effectively adding to the list of valid forms of identification that of one issued by a federally recognized Indian tribe or band in the state of Wisconsin for use, without penalty, in the purchase of alcohol, nicotine or tobacco products, the sale of nonferrous scrap or metal articles to scrap dealers, the sale of secondhand articles or jewelry to pawnbrokers and, additionally, for the purpose of dispensing certain prescribed controlled substances. The Division of Tribal Enrollment will be implementing the following *Tribal ID Card Issuance Policy* in an effort to protect the integrity of the Tribal Enrollment Card and also of our Ho-Chunk Nation.

#### ❖ Requirements for Adult Mail Order Tribal ID Cards

- Request for Tribal ID Form (fill out completely)
- Provide current mailing and physical address
- Provide current 'Personal ID Info'
- Sign in front of Notary Public
  
- **Name Change documents (if applicable)**
  - Certified Marriage License, legible divorce decree, or court document stating name change
  - Legible copy of updated social security card
  - Request for Information form (email [enrollmentinfo@ho-chunk.com](mailto:enrollmentinfo@ho-chunk.com) to request form)

#### ❖ Request for Tribal ID Form-Minors

- Request for Tribal ID form (fill out completely)
- Must be completed by parent or legal guardian
- Provide current mailing and physical address
- Provide current 'Personal ID Info'
- **\*\*Request for Duplicate Minor Tribal ID Card\*\*** complete the following:
  - Child's name (first and last name)
  - Two (2) of the Three (3) identifying numbers must be provided
    - ◆ Date of Birth
    - ◆ Last 4 of TID (tribal id) #
    - ◆ Last 4 of SS (social security) #
  - Provide relationship to child (i.e. mother, father, guardian etc.)
  - Provide current physical characteristics of the minor
- Parent or legal guardian must sign in front of Notary Public and attach legible copy of parent or legal guardian's Valid Driver's License, Valid State ID, Valid Temporary ID for verification purposes

#### ❖ Acceptable forms of Identification for Adults and Minors

- Valid Driver's License, Valid State ID, Valid Temporary License (Temps)
- Passport
- Certified Birth Certificate
- Tribal ID (expired or non-expired)



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### ❖ **Photo and Signature – email to [enrollmentinfo@ho-chunk.com](mailto:enrollmentinfo@ho-chunk.com)**

- Email a legible photo with a white or light blue background with plenty of light.
  - Send in the JPG format (not PDF)
  - No glasses that reflect light
  - No hats.
- On a white sheet of paper, please provide current signature in black ink for minor child and take photo in the JPG format not a PDF.

### ❖ **Fees**

- Tribal ID Fees WAIVED per Executive Order

### ❖ **Mailing**

- All Mail Order Tribal IDs will be sent via USPS Certified mail
- Will need to be signed for upon delivery

\*\*Any questions regarding this process, feel free to email: [enrollmentinfo@ho-chunk.com](mailto:enrollmentinfo@ho-chunk.com)\*\*