

SAMPLE LETTER L: CHANGE OF GROUP NAME AND CONTACT INFORMATION¹

Date:

Address to: North Carolina Commission of Indian Affairs
1317 Mail Service Center
Raleigh, N.C. 27699-1317

Re: Change of Group Name

Dear: Director of State Recognition,

The [Name of Petitioning Group], through this letter, notify the N.C. Commission of Indian Affairs of a name change for our group, formerly known as [Old Name of the Petitioning Group]. The new name was selected by the [Governing Body of Petitioning Group], or was passed by a tribal resolution, which is attached. The new name is listed as follows:

[New Name of Petitioning Group]
[Address of Petitioning Group]
[Town, State, Zip code]

Please update your records to reflect this change in our Group's name.

Sincerely,

[_____ Signature _____]
[Print Name] [Title]

[_____ Signature _____]
[Print Name] [Title]

[_____ Signature _____]
[Print Name] [Title]

[_____ Signature _____]
[Print Name] [Title]

[_____ Signature _____]
[Print Name] [Title]

[_____ Signature _____]
[Print Name] [Title]

[_____ Signature _____]
[Print Name] [Title]

[_____ Signature _____]
[Print Name] [Title]

¹ It is important that all contact information be updated so that the Tribal Recognition Staff can keep in touch with the petitioning group.