

Class C (Children) Stock

Information and Instruction Booklet



DOYON
— *Limited*[®] —

1Doyon Place, Ste. 300, Fairbanks, Alaska 99701

Toll Free: (888) 478-4755 ext. 2040

In Fairbanks: (907) 459-2040

Class C (Children) Stock

Instructions

Eligibility Criteria

- ❖ CHILD of an ORIGINAL* DOYON CLASS A, B, C or D shareholder and;
- ❖ 1/4 OR MORE ALASKA NATIVE blood quantum and;
- ❖ BORN AFTER DECEMBER 18, 1971.
 - * Original shareholders received their shares directly from Doyon not through gifting or inheriting.

Required Documents

- ❖ CLASS C APPLICATION -Application is available online at www.doyon.com
- ❖ ORIGINAL BIRTH CERTIFICATE

An original certified birth certificate is the only document that will be accepted. You can obtain an original certified birth certificate by contacting your local Vital Statistics Office.

- For Alaska vital records contact: Juneau 907-465-3391 or apply online for an Alaska birth certificate at:
<http://www.hss.state.ak.us/dph/bvs/birth/default.htm>
- For births outside of Alaska, apply online at:
<http://www.cdc.gov/nchs/howto/w2w/w2welcom.htm>

Additional Documents, if applicable

- ❖ CERTIFICATE OF INDIAN BLOOD (CIB) – if biological parent(s) is Alaska Native, and not enrolled to Doyon, contact the Bureau of Indian Affairs at 101 12th Ave., Room 166, Fairbanks, AK 99701 or call toll free at (800) 822-3596 or in Fairbanks at (907) 456-0522.
- ❖ PROOF OF NAME CHANGE – if NAME is DIFFERENT than listed on birth certificate
- ❖ PROOF OF CUSTODIANSHIP – if not a biological or adoptive parent
- ❖ PATERNITY AFFIDAVIT – if father is not listed on child's birth certificate
- ❖ ADOPTION COURT ORDER – if adopted by one or both parents. Documents must show the biological parent(s) name(s). If your adoption court order does not show biological parents, contact Shareholder Records toll-free at (888) 478-4755 (ext. 2040) or in Fairbanks at (907) 459-2040.

Doyon **CANNOT** accept photocopies or notarized copies of birth certificates, birth certificates will be returned. **If all required documents are not received the application will be returned.** All personal information will be kept confidential.

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ENROLLEE INFORMATION

- ❖ Provide all requested enrollee information. **Failure to provide a social security number will result in distribution withholdings.**
- ❖ If enrollee is 18 or older they must submit their own application.
- ❖ If adopted by one or both parents, an ADOPTION FORM must also be completed.

BIOLOGICAL PARENTS

- ❖ Provide biological parent(s) information. If biological parent(s) are unknown, contact Shareholder Records.

*Alaska Native blood quantum **CAN ONLY** be established through biological parent(s) and **CANNOT** be met through adoptive parent(s).*

DIRECT DEPOSIT OF DIVIDENDS/DISTRIBUTIONS

- ❖ Please note: To be eligible for direct deposit you must have a valid mailing address on file at all times. Shareholders that are subject to a dividend withholding, i.e., child support or Internal Revenue Service (IRS), will not qualify for direct deposit.

TERMS, CONDITIONS AND RESTRICTIONS

- ❖ Please read section thoroughly before moving on.

CERTIFICATION AND SIGNATURE

- ❖ If you are the enrollee completing this application AND are 18 years of age or older, SKIP TO SIGNATURE.
- ❖ If the enrollee is a minor AND you are the parent, legal custodian or concerned parties complete this section.
- ❖ Sign, date and print your name and indicate your relationship to enrollee. Mail to Doyon, Limited 1 Doyon Place, Suite 300, Fairbanks, AK 99701.