



## Application for Shareholder Homesite Lease

New Application: \_\_\_\_\_ Renewal Application: \_\_\_\_\_

Please complete Sections 1, 2, 3, and 4 prior to submitting your application. You will need to sign, date, and submit your application to the Sitnasuak Native Corporation Land Department. If the application is incomplete, it will be returned to the applicant. Deadline for Applications is September 30th of each year. Any Lease is subject to Sitnasuak Native Corporation Land Use Policy, Section II – Shareholder Homesite Lease.

**Section 1 – Personal Information**

Name:		
Date of Birth:	Last 4 digits SSN:	SNC Shareholder ID #
Current Mailing Address:		
City:	State:	Zip:
Current Phone Number:		Secondary Contact Phone Number:
Email Address:		

**Section 2 – Homesite Term and Location Request**

Homesite Lease Term Requesting: 20 Year: _____ 30 Year: _____ 40 Year: _____ 50 Year: _____		
1 <sup>st</sup> Choice Area Requested:	1 <sup>st</sup> Location Choice:	Site Size:
2nd Choice Area Requested:	2nd Location Choice:	Site Size:

**Section 3 – Homesite Planning**

This section is to attach a drawing and narrative to describe your plans per the Shareholder Homesite Lease Policy and Procedures, Sections B (2), (3), (4), (5), (6), (7), (8), (9), (10) & (11). In this section, you will need to describe your plan that includes the set-up of the homesite including budgeting for housing and utilities. Your plan must include how your personal property, structures and other improvements will be removed from the Homesite at the expiration or termination of the Homesite Lease. If you need additional space regarding your plan, please attach additional pages to this application. All additional pages, must have the date, your name, mailing address and SNC# Shareholder ID #.

If you are approved for a Homesite and have met all the requirements to maintain the Homesite, who would you desire to assume the Lease in the event of your passing? Please note, the person you choose will be required to contact the SNC Land Department for further information.

Name:

**Section 4 – Acknowledgement and Signature**

By initialing and signing below, you are hereby agreeing that you understand and will abide by the Sitnasuak Native Corporation Land Use policies related to the Shareholder Homesite program.

1.	_____	I will follow and comply with the Sitnasuak Native Corporation Land Use Policy and Homesite Lease Agreement. I will maintain the lot, including all personal property, equipment, and improvements, and ensure the homesite is in appropriate condition throughout the term of the lease.
2.	_____	I will bear all costs of any survey, recording of survey, placement of gravel, culverts, markers, and similar requirements. I will schedule a site visit with the SNC Land Committee to mark homesite boundaries if my Homesite Lease is approved.
3.	_____	I will obtain, provide a copy to the SNC Land Department, and pay all federal, state, and local permits and fees (such as US Army Corps of Engineers, Alaska Department of Transportation, Alaska Department of Environmental Conservation, Alaska Department of Natural Resources, City of Nome) for wetland permits, right-of-way permits, waste treatment permits and water permits.
4.	_____	I agree to submit plans to the SNC Land Department specifying any improvement plans that differ from this application and shall not construct any housing or make any other improvements or modifications of any kind to the lot without the written consent for Sitnasuak Native Corporation.
5.	_____	I understand per the SNC Land Use Policy that if I do not have a stable structure placed on my Homesite within 5 years, my lease will be terminated, and the site will be opened to other applicants.
6.	_____	I understand that I will have 30 days to execute my Homesite Lease after I get confirmation of approval by the SNC Land Committee and pay all fees prior to occupancy.

<b>Printed Name:</b>	<b>Date:</b>
<b>Signed Name:</b>	

**Submit your completed and signed application to the Sitnasuak Native Corporation Land Department at PO Box 905, Nome, AK 99762, via email to [land@snc.org](mailto:land@snc.org), or by fax to: 907-443-3063.**

**\*\*\*SNC Land Department Office Use Only\*\*\***

Record # \_\_\_\_\_ Date Received: \_\_\_\_\_

\$20 non-refundable Shareholder Homesite Application Fee paid date & payment number: \_\_\_\_\_

Area: \_\_\_\_\_ Location: \_\_\_\_\_ Size: \_\_\_\_\_

Term: \_\_\_\_\_ Commence Date: \_\_\_\_\_ Expires: \_\_\_\_\_

Received & Date: Site Plan: \_\_\_\_\_ Map Drawing: \_\_\_\_\_ Photos: \_\_\_\_\_

Copy of Permits: \_\_\_\_\_ Homesite Improvement Date: \_\_\_\_\_