

Tribal Enrollment Department Staff:

Lorraine A. Silva, Enrollment Manager
Notary Public

Barbara E. Analla, Enrollment Clerk
Notary Public

Kayla Carrillo, Data Entry Clerk

Enrollment Committee Members:

Encinal Representative-

Elsie Vaio – Chairperson

Mesita Representative-

Mary O. Lockwood – Secretary

Paguete Representative-

Gloria Martin

Paraje/Casa Blanca Representative-

Victoria Johnson – Vice Chairperson

Seama Representative-

Elaine Rivera

Laguna Representative-

Claudia Douma

Election Board Members:

Shannon Douma – Chairperson

Joseph Ray – Vice Chairperson

Janice Kowemy – Secretary

Marilyn Joe

Lorenzo Pino

Rebecca Ray (Alternate)

Election Board's Email Address:

ElectionBoard@pol-nsn.gov



FURTHER CONTACT INFORMATION:

lsilva@pol-nsn.gov

banalla@pol-nsn.gov

kcarrillo@pol-nsn.gov

Enrollment@pol-nsn.gov

www.lagunapueblo-nsn.gov

www.lagunapueblo-nsn.gov/Enrollment.aspx

PYSICAL LOCATION:

PUEBLO OF LAGUNA
ADMINISTRATION BUILDING
(TRIBAL BUILDING)
22 CAPITAL ROAD
LAGUNA, NEW MEXICO 87026

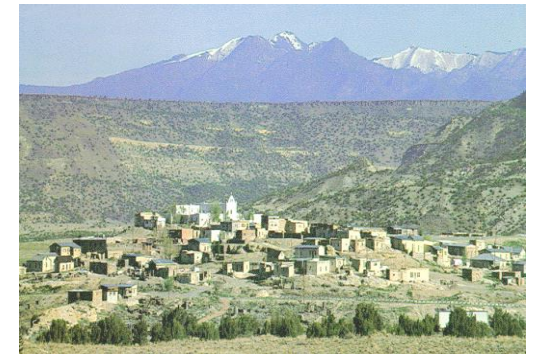
Located at Laguna Village off of Interstate
40, Exit 114, South of NM Highway 124
(Route 66) East of St. Joseph Church

REVISED: AUGUST 7, 2020

PUEBLO OF LAGUNA

**TRIBAL ENROLLMENT
OFFICE**

Information for Our Community



Hours of Operation:

Monday – Friday
8:00 a.m. to 4:30 p.m.

CONTACT INFORMATION:

TRIBAL ENROLLMENT OFFICE
P.O. BOX 194
LAGUNA, NM 87026

TELEPHONE NUMBER:

(505)552-6654

EXT. 5771, 5772 OR 5773

DIRECT FAX NUMBER: (505)552-7037

THE TRIBAL ENROLLMENT OFFICE

DEPARTMENT OVERVIEW

The Enrollment Office is under the directive of the Pueblo Secretary and in accordance with the Pueblo of Laguna Constitution (Amended October 29, 2012).

The Enrollment Office is responsible for maintaining a current membership roll and informing the Pueblo Secretary of the additions and deletions of said roll.

The Tribal Enrollment Office is a public service office, as well as a vital records office, dealing with many different individuals, communities, programs, businesses and governments (tribal & non-tribal).

SCOPE OF WORK

- Provides applications and information regarding *Regular* & *Naturalized* membership and the different benefits for each.
- Provide documentation (CIBs, DCIBs, BIA Form 4432s, etc.) verifying tribal enrollment/membership.
- Provide and assist with Relinquishment Forms, Village Transfer Forms, Abide By Forms,

Funeral Expense, and Family Trees (Upon Written Request).

- Maintain and safeguard the files of all enrolled members which contain vital & important documents & records. (Wills, Land Assignments, Power of Attorney, Court Orders, DD214's, etc. can be placed in files **by request only**.)
- Assist with Minor's Trust Change of Address & Withdrawal Forms.
- Generate statistical information (Upon Written Request).
- Assist with the per capita distribution.
- Assist the Enrollment Committee by preparing material presented to the Pueblo Council for quarterly presentations of new members held in March, June, September & December.
- Assist the Election Board with the Tribal Election process.
- Assist families with preparing and filing death certificates with the New Mexico Vital Records.
- Assist with retrieving birth/death certificates by making trips once a month to the NM Vital Records in Santa Fe. (Trips are made usually the first week of each month, contact office for further details.)
- Provide notary service at no charge.

Reminder: *The BIA Census Numbers are no longer valid or issued from the Laguna Agency; individuals need to be an enrolled tribal member to receive an enrollment/tribal ID number.*

*Per the Pueblo of Laguna
CONSTITUTION
(Amended October 29, 2012)*

*Regular Membership Qualifications:
Any person one-fourth (1/4) or more
Laguna Indian Blood.*

*Naturalization Membership Qualifications:
Persons of at least one-half (1/2)
degree of Indian blood of federally
recognized tribes who possess at
least one-eighth (1/8) degree of
Laguna Indian Blood; or In-laws
who possess at least one-half (1/2)
degree Indian blood & are enrolled
with a federally recognized tribe; or
persons who previously relinquished
their membership with Laguna.*

**Certain documents are required
to be submitted, please contact
office for further assistance.**

*****PICTURE ID CARDS*****

**Are taken on WEDNESDAYS from
9:00 a.m. to 4:00 p.m.
Cost is \$5.00.**

*******It is highly recommended
to contact office to schedule an
appointment.*******