

**Kiowa Tribe
Enrollment Department**



P.O. Box 369
Carnegie, OK 73015
Phone: (580) 654-6327
Fax: (580) 654-2527
enroll@kiowatribe.org

TRIBAL IDENTIFICATION CARD REQUEST

(Tribal Members age 18 years or older must request their own Tribal I.D.)

<i>First Name</i>	<i>Middle Name</i>	<i>Last Name</i>	<i>Jr. Sr. I II III etc.</i>

DOB: ___/___/___ Last Four SSN: _____ ROLL: _____

Phone Number: _____

Current Address: _____

City State Zip Code

**PLEASE NOTE THAT ADDRESS
WILL BE UPDATED IN THE
ENROLLMENT DEPARTMENT
IF DIFFERENT**

UPDATED Identifiable Information:

Height: _____ Weight: _____

Hair Color: Black ___ Brown ___ Blonde ___ Gray ___ Red ___ White ___

Eye Color: Black ___ Brown ___ Blue ___ Green ___ Hazel ___ Gray ___

Please sign your name below in the empty space to be electronically uploaded onto your Tribal I.D. card. Tribal I.D. Request and Authorization of Release form must be signed and returned to enroll@kiowatribe.org before Tribal I.D. will be printed and sent. Please allow 7 – 10 business days to receive mailing.

PLEASE SIGN: _____ DATE: _____

****A COPY OF YOUR PHOTO ID MUST BE SUBMITTED WITH REQUEST ****

FOR OFFICE USE ONLY

DATE I.D. Requested: _____ Signature: _____ DATE I.D. Mailed: _____

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**ELECTRONIC SIGNATURE & PHOTO ACKNOWLEDGMENT
CONSENT FORM**

Please print, sign and return to the Kiowa Tribe Enrollment Office.

I, _____, agree and understand that by signing the Electronic Signature & Photo Acknowledgment Consent Form, that all electronic signatures are the legal equivalent of my manual/handwritten signature and I consent to be legally bound to this agreement. I further agree my signature on this document is as valid as if I signed the document in writing. This is to be used in conjunction with the use of electronic signatures and photo used on the Kiowa Tribe Identification Card I requested electronically.

Under penalty of perjury, I herewith affirm that my electronic signature was signed by myself with full knowledge and consent and am legally bound to these terms and conditions.

Signature: _____

Date: _____

Tribal Identification card will not be printed until page 1 and 2 forms with a photo copy of a valid I.D are signed and received by the Enrollment Officer. Please mail forms to enroll@kiowatribe.org and allow 7-10 business days for mailing.

FOR OFFICE USE ONLY

DATE Consent Form Received: _____ Received by _____

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Kiowa Tribal Identification Photo Requirements

Your photo is a vital part of your Kiowa Tribal Identification Card. Please review the information below on how to provide a suitable photo. Digital images are required to obtain your Tribal I.D. The acceptance of your digital image or photo is at the discretion of the Kiowa Tribe Enrollment Officer.

Your photo or digital images must be:

- In color
- Taken within the last 6 months to reflect your current appearance
- Taken in front of a plain white, off-white or blue background
- Taken in full-face view directly facing the camera
- With a neutral facial expression and both eyes open
- Taken in clothing that you normally wear on a daily basis
- Do not wear a hat or head covering that obscures the hair or hairline, your full face must be visible, and the head covering must not cast any shadows on your face.
- Headphones, wireless hands-free devices, or similar items are not acceptable in your photo.
- Eyeglasses are no longer allowed in the Tribal I.D. photos, except in rare circumstances when eyeglasses cannot be removed for medical reasons; e.g., the applicant has recently had ocular surgery and the eyeglasses are necessary to protect the applicant's eyes. If the eyeglasses are accepted for medical reasons:
 - The frames of the eyeglasses must not cover the eye(s).
 - There must not be glare on eyeglasses that obscures the eye(s).
 - There must not be shadows or refraction from the eyeglasses that obscures the eye(s).
- If you normally wear a hearing device or similar articles, they may be worn in your photo.

Photos copied or digitally scanned from driver's licenses or other official documents are not acceptable. In addition, snapshots, magazine photos, low quality vending machine, and full-length photographs are not acceptable.


Email Using an iPhone (iOS)

Open your photo app and find the picture(s) you want to email. The photo app is an icon that looks similar to a multi-colored flower.



Select your photos. Click **Select** at the upper right hand of your screen, then click the picture(s) you wish to send. You are able to send multiple images by tapping them consecutively. At this point you should see an indication that the photos have been selected.



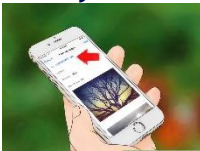
Click the share symbol and attach to your mail. The share symbol () is at the bottom left of the screen and looks like a square with an arrow pointing upwards. After tapping the share option, depending on your version of iOS, tap the mail icon for your email application. (The application shown in the example below is the Apple Mail app)



Construct your email. After you click on the mail icon, a new message will appear. Write the body of the email and fill out the subject.



Add contacts. Click on the “To:” field if your cursor is not already on it. Type in who you want to send your message to.



Send your email. Once all pictures are attached, click the send icon at the top right corner of the screen.



When prompted about the message size, choose **Small** so that your photo size is compatible with most websites.

Once all steps are complete email to enroll@kiowatribe.org!

Email photo using an Android

Make sure that the photo(s) you're trying to email are saved onto your phone.



Open the photo app on your phone. In the photo gallery, long press each photo you would like to share until it shows as selected. A dot (or a check mark) will appear in the corner.



Tap the **Share** icon and choose your desired email. The share icon (🔗) is two small arrows with one circle between them.



After tapping the share icon, you are given a number of options, depending on the accounts associated with the phone. Android phones most commonly have a "GMail" account. Once email is selected this will carry the chosen photos into a new window, where they will be attached to an email.



Compose your email message and send. By tapping on the fields, enter an email contact and a message if desired. You can also add a subject here.



If prompted select a file size of Small or Medium so that your photo size is compatible with most websites.

Once all steps are complete email to enroll@kiowatribe.org!