

**CHECK LIST FOR
HOMESITE LEASE APPLICATION**

(USE BLACK INK TO FILL OUT APPLICATION/NO WHITEOUT)
Incomplete application will not be accepted.

1. Required Clearance by the Applicant:

A. Rural / Grazing Areas:

1. Contact your local Chapter Grazing Committee Member
2. Grazing Committee Member fills out Homesite Field Clearance Certification
3. Obtain consent from Grazing Permit holder(s) per Field Clearance Certification
4. Submit to Navajo Land Department with all supporting documents

B. Farm Areas:

1. Field clearance report from BIA/Natural Resources.
2. Attend Land/Farm Board Meetings.
3. Farm Board Member fills out Homesite Field Clearance Certification per BIA Field Clearance report.
4. Obtain consent from Farm/Land Use permit holder(s) per Field Clearance Certification completed by BIA/Natural Resource's office.
5. Submit to Navajo Land Department with all supporting documents.

CHECK LIST BEFORE SUBMITTING TO NAVAJO LAND DEPARTMENT

Attach an **updated** original Certificate of Indian Blood (Can be obtained from the Agency Census Office)

A non-refundable \$15.00 money order for filing fee is attached.

Money order payable to: **THE NAVAJO NATION**
P.O. Box 9000
WINDOW ROCK, ARIZONA 86515

The last (3) Signature pages are to be signed and witnessed upon submission of Homesite Lease Application at your Area Agency Land Department

Signature(s), name(s), age, and census number(s) on the homesite lease application corresponds with the information shown on the Certificate of Indian Blood.

Joint Applicants, check choice of Co-Tenancy and sign Form-JT06.

Location on map must show direction to exact location of proposed homesite. (To be drawn by applicant) and acknowledged by Grazing or Land/Farm Board official. FORM-HSLA06

Field Clearance Certification Form filled out and acknowledged by the Grazing or Land/Farm Board official. FORM-FCC06

Consent Forms signed by Grazing or Land/Farm permit holder(s) and acknowledged by the Grazing or Land/Farm Board official. FORM-COM06

Money Order of \$32.50 for Biological Clearance, payable to Navajo Nation, is required from Fish & Wildlife Department, (928-871-7065) Submit with homesite lease application.

Environmental Assessment form to be complete and submit with homesite application. (Environmental Protection Agency). NEPA Compliance is Federal Requirements to process Homesite Lease.

Payment receipt is required to submit your application to Navajo Land Department. Navajo Nation Archeology Department charges (\$294.00) to be paid in advance by Cashier's Check or Money Order payable to: Navajo Nation. Telephone: 928-871-6540

Payment Receipt is required from Private Land Surveyor (Must be Registered with state of Arizona, New Mexico, Utah) See attached Private Land Surveyors Listing

(1). Customer or Private Surveyor must provide N.L.D. with the **Certified Survey Plat** and **Quad Map**.

Tsaile & Wheatfields Chapter: Letter of Recommendation is required from Navajo Nation Forestry Dept.

Contact Michael Yazzie @ 928-729-4007

PLEASE SUBMIT YOUR APPLICATION WITH THE REQUIRED DOCUMENTS IN PERSON TO:

LAND DEPARTMENT OFFICE: CHINLE, TUBA CITY, WINDOW ROCK, SHIPROCK, CROWNPOINT.

CHINLE NAVAJO LAND DEPARTMENT, TELEPHONE: 928-674-2056, 2057, 2058

NAVAJO LAND DEPARTMENT WEBSITE: www.dinehbikeyah.org

UNITED STATES DEPARTMENT OF THE INTERIOR BUREAU OF INDIAN
AFFAIRS NAVAJO AGENCY AND NAVAJO NATION

FOR OFFICE USE ONLY

Field Clearance _____ Consent _____ Filing Fee _____ Certificate of Indian Blood
Land Status _____ Reviewed By: _____ Date: _____

HOMESITE LEASE APPLICATION FORM

DATE: _____

NAME: _____ CENSUS NO. _____ AGE: _____

NAME: _____ CENSUS NO. _____ AGE: _____

ADDRESS: _____

PHONE NO: _____ OFFICE: _____

I, (We) hereby apply for one acre or less of Navajo Tribal Land for a homesite lease from the Navajo Nation for the purpose of developing a private dwelling for the term of sixty-five (65) years within: SECTION _____ TOWNSHIP _____ RANGE _____

CHAPTER: _____ STATE: _____

COUNTY: _____ AGENCY: _____

GRAZING DISTRICT: _____ UNIT: _____

Draw map showing the location and direction to the proposed site.

GPS READING TO BE COMPLETED BY GRAZING OFFICIAL:

N
W + E Latitude: N. Degree _____ Minutes: _____ Second(s) _____
S Longitude: N. Degree _____ Minutes: _____ Second(s) _____
 Indicate the datum: NAD 83: _____

ACKNOWLEDGEMENT

LOCAL GRAZING OFFICIAL/FARM BOARD MEMBER

DATE

ELIGIBILITY REQUIREMENTS

1. You must be an enrolled member of the Navajo Tribe or a non-member that meets the requirements set forth under Section V Part (C) (i) (ii) of the Homesite Lease Policy & Procedures.
2. You must be eighteen (18) years of age or older.

ACKNOWLEDGEMENT

I, (We), acknowledge and understand that the following conditions apply to a Homesite Lease:

1. The Homesite Lease is intended for residential purposes only and not to be used for any other purpose, i.e. police quarters or educational instructor quarters.
2. A Homesite Lease is not a business site lease.
3. A Homesite Lease is not a grazing permit.
4. No Homesite Lease Application shall be considered by the local Grazing or Land/Farm Board Officer when it has been determined that such lands have been formerly withdrawn or otherwise obligated for community purposes, e.g. subdivision plans, zoning, existing community projects.
5. Written Authorization from the District Grazing Committee is required if the proposed homesite is within a half a mile of a government or tribally developed permanent livestock watering point. (3 N.T.C. 714 e t seq.)
6. There is a non-refundable one dollar (\$1.00) annual fee for the lease that must be paid to the Navajo Nation each year in advance following the date of execution for term of the lease.
7. The Navajo Nation advises that all applicants do not disturb or construct on any proposed sites before final release of Homesite Lease Application. Be advised that Federal Laws may restrict or null Application.
8. A finalized homesite lease authorizes a lessee to encumber the leasehold interest of a homesite lease for building improvements.

24. **EFFECTIVE DATE.** This lease shall take effect on the date of approval of this Lease by Secretary.

THE NAVAJO NATION, LESSOR

Date

By: _____
Director, Navajo Land Department

WITNESSES:

LESSEE

LESSEE

APPROVED: _____
Pursuant to Secretarial Redlegation Order
209 DM 8, 230 DM 1 and 3 IAM 4.

Regional Director, Navajo Region
Bureau of Indian Affairs