

Confederated Salish & Kootenai Tribes
Department of Human Resources Development (DHRD)
Elder Services Program
2024-2025

ATTENTION WOODCUTTERS:

We are in the process of signing up woodcutters for Elder Services. We will be paying \$275.00/per cord. Enclosed you will find the necessary paperwork that needs to be submitted.

- Copy of your Tribal Forestry wood cutting permit
- Copy of your Tribal ID
- Copy of your vehicles registration
- Copy of your valid driver's license
- Copy of your vehicle insurance that you are using for delivering firewood
- IRS W-9 Form
- Emergency Notification
- Designation of Beneficiary of Final Check
- Signed copy of Woodcutter's Requirements

Please contact me at 675-2700 ext. 1317 if you have any question.

Elder Program Services

Office: 675-2700 X 1317

Elder Services Program
2024-2025

WOODCUTTER REQUIREMENTS

We are preparing for the Elder Services woodcutting program. To be a woodcutter for our program, the following will be expected of you.

1. Only tribal members are allowed to cut firewood.
2. Liability insurance is required on the vehicle you are using.
3. All permits required by Tribal Ordinance are responsibility of the woodcutter.
4. Council has ruled no logging equipment may be used obtaining or hauling firewood.
5. Only dry wood will be accepted.
6. No pine will be accepted.
7. Full cords otherwise specified. Wood must be dry, split, and stacked.
8. Do not have clients sign wood forms until the wood has been delivered! Their signature means they approved the order
9. Complaints will be verified for the protection of the applicant as well as the woodcutter.
10. If the woodcutter is found to be at fault, he/she will be given the opportunity to correct the mistake. If there are complaints where the woodcutter is found to be at fault he/she will be terminated for this firewood season.
11. Bring in wood order forms that are signed and completed.
12. Check cannot be processed without a completed W-9 form.
13. Checks will be processed the same day if wood order forms are turned in by 4PM.
14. Checks will be held for pickup at the Elder Services Office. Woodcutter must pick up check themselves unless written permission or prior arrangements are made. Woodcutter can request check to be mailed to them.

I agree and understand all of the above. I understand that I will be paid \$185.00 per cord of wood. I understand the \$275.00 is for cutting, splitting, stacking, loading and delivery to eligible Elder Services clients.

Signature

Date

Print Name: _____

EMERGENCY NOTIFICATION

Employee's Name: _____

Current Address: _____

Phone Number: _____ Message: _____

IN CASE OF EMERGENCY

NOTIFY: _____

Relationship to you: _____

Phone Number: _____

DESIGNATION OF BENEFICIARY OF
FINAL SALARY CHECK

I, _____ authorize the Executive Treasurer of the
Confederated Salish and Kootenai Tribes to assign and make payable my Salary
which might be due to me in the event of my death or incapacitation to

My _____ (relationship) _____.

Signature

Date

**NOTE: This authorization pertains to any current salary due to the employee,
Per Capita, etc., will be paid into the estate for probate.**