

# Instructions

**Please read all of these instructions carefully before completing any of the enclosed documents.**

1. It is your choice whether to participate in the Trust Land Consolidation Program. Be sure of your decision and use great care in completing your documents before returning them. Once the sale is processed and title transfers to the Tribe, it cannot be reversed.
2. Review the following documents, but DO NOT sign the Deed until you are before a Notary Public:
  - **Deed:** Your current legal name and address on record, along with your ID number and date of birth, are printed on the Deed. If any of this personal information is incorrect, DO NOT complete and return your documents. Instead, immediately contact the Call Center at **(888) 678-6836** or your local BTFA office to update the information and obtain new documents. Do not delay in making necessary updates, as new documents can only be obtained if sufficient time remains in the offer period (see Instruction 6 below). If your name has recently changed, be prepared to provide documentation, such as a marriage certificate or divorce decree.
  - **Exhibit A-Purchasable Interests Inventory (Inventory):** The Inventory lists the interests you own in tracts of land the Trust Land Consolidation Program is offering to purchase, and the Fair Market Value of each interest. There are two parts to the Inventory: a SUMMARY and corresponding DETAIL page(s). A legal description, tract acreage, and other information about each tract is provided on the DETAIL page(s).
3. Select the interest(s) you wish to sell on the SUMMARY part of the Inventory. If you wish to sell all listed interests, fill in the top bubble only. If you wish to sell some but not all interests, fill in the bubble next to each Item number you wish to sell. If you have questions about the documents or interests included in your offer, contact us at (406) 247-7913.
4. Take the Inventory and the Deed to a Notary Public after selecting the interest(s) you wish to sell. You must sign the Deed in front of a Notary Public. Be prepared to provide legal identification such as your Driver's License or other Federal, State, or Tribal ID.

\*\*\*IMPORTANT: You MUST sign your legal name EXACTLY as it is typed on the Deed\*\*\*
5. DO NOT make handwritten corrections, use white-out, or place any other marks on the Deed or Inventory. Any alterations you make may delay or prevent processing of your sale. DO NOT include any additional notes or documents with your Deed and Inventory.
6. If you make a mistake on or misplace your documents, or if your personal information is incorrect on the Deed, contact our office as soon as possible to obtain new documents. The cut off for obtaining new documents is five business days prior to the return deadline provided in the Cover Letter. Updates to personal information must be complete before the cut off.
7. Return the original signed and notarized Deed and all pages of the Inventory in the enclosed return envelope no later than the deadline provided in the Cover Letter. You may wish to keep a copy of the documents for your records.