

FORM PACKET

NOTICE OF INTERVENTION BY TRIBE IN ICWA CASE

<i>Form Number</i>	<i>Form Name</i>
WHAT IS INCLUDED IN THIS PACKET?	
<u>CN-555</u>	Notice and Acknowledgment of Intervention by Tribe in ICWA Case
<u>CN-560</u>	Designation of Tribal Representative (Representation by Non-Attorney)
<u>CN-570</u>	Certificate of Service: Notice of Intervention in ICWA Case
WHERE CAN I FIND MORE INFORMATION?	
Alaska Tribes Webpage	Available online at <u>https://alaskatribes.org</u>
Alaska State Court System	Available online at <u>https://courts.alaska.gov</u> Locations and Hours: <u>https://ak-courts.info/dir</u>
Alaska Legal Services Corporation	Available online at <u>https://www.alsc-law.org</u>

**October 2023
Alaska Court System**

IN THE SUPERIOR COURT FOR THE STATE OF ALASKA AT _____
Court Location

In the Matter of:

_____ DOB: _____
_____ DOB: _____
_____ DOB: _____
_____ DOB: _____

Case Nos. _____

NOTICE OF INTERVENTION BY TRIBE IN ICWA CASE

Tribe filing this notice: _____

The Tribe named above gives notice of intervention in this State court case. This is a child custody proceeding about an Indian child as defined by the Indian Child Welfare Act (ICWA), 25 U.S.C. § 1903(1). The Tribe has a right to intervene, because:

1. The child is an Indian child as defined by ICWA § 1903(4). The child is under 18, not married, and *[select one]*
 - a member of the Tribe.
 - eligible for membership in the Tribe and the biological child of a member of the Tribe. The enrolled parent's name is _____
2. The Tribe is an Indian tribe as defined by ICWA § 1903(8).
3. The Tribe is the Indian child's tribe as defined by ICWA § 1903(5), because the child is a member of the Tribe, eligible for membership in the Tribe and the biological child of an enrolled member, or eligible for membership in more than one tribe and has more significant contacts with this Tribe.
4. ICWA § 1911(c) gives the Tribe the right to intervene at any time in a state court proceeding for foster care placement of, or termination of parental rights to, an Indian child.

The Tribe requests that all documents, pleadings, notices, and other papers be promptly provided to the Tribe's designated representative. A *Designation of Tribal Representative* (CN-560) **or** Entry of Appearance, **and** a *Certificate of Service* (CN-570) are attached to this notice.

I swear or affirm under penalty of perjury that this notice is true to the best of my knowledge.

Date: _____ Signature: _____

Print or Type Name and Title: _____

Phone: _____ Fax: _____ Email: _____

Mailing Address: _____

IN THE SUPERIOR COURT FOR THE STATE OF ALASKA AT _____
Court Location

In the Matter of:

_____ DOB: _____
_____ DOB: _____
_____ DOB: _____
_____ DOB: _____

Case Nos. _____

ACKNOWLEDGMENT AND ORDER

The Court accepts and acknowledges as a legal party in this matter the Tribe named _____

Copies of previous filings in this case

- are attached.
- will be sent by _____ [date].

Next Hearing: _____

It is further ORDERED that:

- The Tribe must file a *Designation of Tribal Representative* (for when representative is **not** an attorney) or Entry of Appearance (by an attorney for the Tribe) by _____.
- All parties must provide discovery to the Tribe by _____.
- _____

_____ Date _____ Judicial Officer Signature _____ Print or Type Name

I certify that on _____, a copy of this document was distributed to:

- Parent/Atty _____ Parent/Atty _____ AAG OCS GAL Tribe
- Indian Custodian Other: _____ By JA/Clerk: _____

IN THE SUPERIOR COURT FOR THE STATE OF ALASKA AT _____

In the Matter of:

DOB: _____

DOB: _____

DOB: _____

DOB: _____

Case No(s). _____

**DESIGNATION OF TRIBAL REPRESENTATIVE
(Representation by Non-Attorney)**

TO ALL PARTIES:

1. Name of Tribe making this designation: _____

2. I represent the Tribe named in paragraph 1 above. The Tribe is a federally recognized Indian Tribe listed in the Federal Register.

3. Under ICWA, the Tribe designates the following person as the Tribe's representative:

Name: _____

Title: _____

4. The Tribe asks that notice of all proceedings be sent to the Tribe's designated representative using the contact information below:

Phone: _____ Fax: _____

Email: _____

Mailing Address: _____

The Tribe agrees to service of court paperwork by email or fax instead of regular mail, unless otherwise required by statute, court rule, or other applicable laws.

5. The Tribe also asks for notice to be sent to the Tribal council at the address below:

6. The Tribe authorizes its designated representative to do the following:

Receive notice of and be present at hearings

Address the court

Examine all court documents relating to the case

Submit written reports and recommendations to the court

Request transfer of the case to the tribe's jurisdiction

Intervene at any point in a proceeding as authorized

Date: _____

Signature: _____

Phone: _____

Print or Type Name: _____

Email: _____

Title: _____

Mailing Address: _____

IMPORTANT NOTE

If the representative changes or if contact information changes, fill out a new designation form and file it with the court as soon as possible. Otherwise, the tribe may not receive important court notices and documents. The court will use the most recent contact information on file.

IN THE SUPERIOR COURT FOR THE STATE OF ALASKA AT _____

In the Matter of:

DOB: _____

DOB: _____

DOB: _____

DOB: _____

Case Nos. _____

CERTIFICATE OF SERVICE: NOTICE OF INTERVENTION IN ICWA CASE

I certify that I delivered a copy of the following documents to each party in this case as indicated in the chart below:

- Tribe: Notice of Intervention by Tribe in ICWA Case ([CN-555](#)), Designation of Tribal Representative ([CN-560](#)) **or** Entry of Appearance
- Indian Custodian: Notice of Intervention by Indian Custodian in ICWA Case ([CN-556](#))

[Serve (give a copy of) all documents you will file with the court to all parties in the case (or the party's lawyer if they have one). You can ask the court clerk for help and information about who the legal parties are and for their contact information. File this certificate of service with the court at the same time that you file your other documents.]

	Name	Method of Service* <i>[Mail, Hand-Delivery, Email, Fax]</i>	Date <i>[for email or fax, list date and time]</i>
Guardian Ad Litem			
Child's Lawyer (if applicable)			
Parent's Lawyer or Parent (if unrepresented)			
Parent's Lawyer or Parent (if unrepresented)			
Indian Custodian (if applicable)			
OCS caseworker			
Assistant Attorney General			
Tribal Representative			

Date: _____ Signature: _____

Print Name and Title: _____

Phone: _____ Fax: _____ Email: _____

Mailing Address: _____

**You can always email court filings to lawyers or to state agencies such as OCS. You can only use email or fax for self-represented parties if they agreed to this kind of service. Civil Rule 5.1.*