



**Ponca Tribe of Oklahoma
Office of Enrollment**

Hours of operation: 8:00am to 4:30pm, Lunch 12:00(noon) to 1:00pm

Phone: 580-749-7243, 580-762-8104

Address: 101 White Eagle Drive, Ponca City, OK 74601

ELEGIBILITY REQUIREMENTS:

1. MUST have a parent or grandparent enrolled with the Ponca Tribe of Oklahoma. They must be enrolled from the 1940 base roll.
2. If enrolling based off a grandparent, you must provide your parents copy of birth certificate to trace descendency back to the enrolled tribal member.
3. If adopted, you must provide an Adoption Decree and an Original Birth Certificate, as well as the Amended Birth Certificate must be original documents.
4. Applicant's requesting enrollment and the father is not listed on birth certificate must provide the original document of the DNA test results. If you cannot provide an original, you may send a notarized copy from the issuing company/program. If altered in any way, it will not be accepted.
5. If relinquishing from another tribal roll, relinquishment form must be attached to application.
6. Notarized Custody Affidavit Form must be notarized by an outside entity. (For Office Use Only)
7. If you are not the biological parent, you must provide an original or certified copy of the legal Guardianship order.
8. Placement Papers for children in Foster Care.
9. Birth Certificate must be original document.
10. Social Security Card must be original document.
11. Completed and signed enrollment application.
12. The Family Tree Chart must be completed and accompany enrollment application.