



# FET LICENSE APPLICATION

## Calendar Year 2024

New Application: \_\_\_\_\_

Renewal: \_\_\_\_\_

If Renewal, please list current license number: \_\_\_\_\_

**SEE ATTACHED INSTRUCTIONS**  
**INCOMPLETE APPLICATIONS WILL BE DENIED**

### ONTC USE ONLY

Type of License: \_\_\_\_\_

License Number: \_\_\_\_\_

Date Issued: \_\_\_\_\_

Approved By: \_\_\_\_\_

Denied By: \_\_\_\_\_

### CHECK ONE (1) ONLY:

Separate applications must be completed for each type of license requested

**DISTRIBUTOR**

**CARRIER**

**RETAILER**

**REFINER**

1. Business Name : \_\_\_\_\_

2. Tax Identification Number (TIN) : \_\_\_\_\_

3. Business Mailing Address : \_\_\_\_\_

(City, State, Zip Code) \_\_\_\_\_

4. Business Telephone Number: \_\_\_\_\_

5. Physical Location of Business within the Navajo Nation. Please provide a Google map of location. (If not applicable, indicate N/A):

(Street Address) \_\_\_\_\_

(City, State) \_\_\_\_\_

6. Land Status of Business Site (If not applicable, indicate N/A) :

Tribal Trust

Business Site Lease Number : \_\_\_\_\_

Allotment

Expiration Date : \_\_\_\_\_

Fee (Private)

Other (Explain) \_\_\_\_\_

7. Type of Business (Check One) :

Sole Proprietorship

Partnership

Governmental Entity or Enterprise

Corporation

Other (Explain) \_\_\_\_\_

8. Contact Person: \_\_\_\_\_

Telephone Number, if different from #4 (Above).

Title : \_\_\_\_\_

E-mail Address: \_\_\_\_\_

9.a. List names, titles and addresses of all *corporate officers* of your business (attach additional pages if necessary) :  
( If not applicable, indicate N/A)

	<u>Name and Title</u>	<u>Mailing Address</u>
1	<div></div> <div></div>	<div></div> <div></div>
2	<div></div> <div></div>	<div></div> <div></div>

9.b. List names, titles and addresses of all *directors* of your business (attach additional pages if necessary) :  
( If not applicable, indicate N/A)

	<u>Name and Title</u>	<u>Mailing Address</u>
1	<div></div> <div></div>	<div></div> <div></div>
2	<div></div> <div></div>	<div></div> <div></div>

9.c. List names, titles and addresses of all *general partners* of your business (attach additional pages if necessary) :  
( If not applicable, indicate N/A)

	<u>Name and Title</u>	<u>Mailing Address</u>
1	<div></div> <div></div>	<div></div> <div></div>
2	<div></div> <div></div>	<div></div> <div></div>

9.d. List names, titles and addresses of all *shareholders*\* with controlling interests in your business (attach additional pages if necessary): ( If not applicable, indicate N/A)

	<u>Name and Title</u>	<u>Mailing Address</u>
1	<div></div> <div></div>	<div></div> <div></div>
2	<div></div> <div></div>	<div></div> <div></div>

\*if ≤ 15 shareholders, list all; if > 15 shareholders, list those with ≥ 5% of ownership.

9.e. List names, titles and addresses of all *principal officers* of your business (attach additional pages if necessary) :  
( If not applicable, indicate N/A)

	<u>Name and Title</u>	<u>Mailing Address</u>
1	<div></div> <div></div>	<div></div> <div></div>
2	<div></div> <div></div>	<div></div> <div></div>

10. Has the applicant, or any officer or director thereof, been convicted of a felony within the past 10 years?

Yes                  No

If yes, explain : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

11. Has the applicant, or any officer or director thereof, been found to have violated any applicable Navajo Nation or Federal Law within the past 10 years?

Yes                  No

If yes, explain : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

12. Has the applicant, or any officer or director thereof, had any temporary or permanent suspension or revocation of any license or other authorization pertaining to the distribution, carrying, transportation, refining, or retailing of fuel within the past 10 years?

Yes                  No

If yes, explain : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

13. Complete and attach the Acknowledgement Sheet.

I declare that the information contained in this document and any attachments thereto is true and correct to the best of my knowledge and belief pursuant to all Navajo Nation Laws and Regulations.

\_\_\_\_\_  
Taxpayer or Duly Authorized Agent Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Print or Type Name

\_\_\_\_\_  
Date

# ACKNOWLEDGEMENT SHEET

Under Applicant Initials, initial EACH LINE to acknowledge that it has been addressed. Do not indicate N/A.

Pursuant to FET Regulations 9.1023, FAILURE to submit this Acknowledgement Sheet and any supporting documents may result in a \$500 per day penalty.

Applicant Initials	ONTC USAGE
13 a. _____ The FET application is signed,	
13 b. _____ Completed "Bond for Fuel Distributor's License" is enclosed, <b>(Distributor only)</b>	
13 c. _____ Completed Form 100(s) for calendar year 2024 for EACH applicable tax is enclosed, <b>(Retailer, Refiner, Carrier, Distributor)</b>	
13 d. _____ Reviewed Navajo Nation Fuel Excise Tax Statutes & Regulations, <b>(Retailer, Refiner, Carrier, Distributor)</b>	
13 e. _____ <b>CURRENT</b> Insurance coverage for all trucks, trailers, retail and refinery locations operating on the Navajo Nation is enclosed, <b>(Retailer, Refiner, Carrier, Distributor)</b>	
13 f. _____ 2024 IFTA License is enclosed, <b>(Carrier only)</b>	
13 g. _____ Vehicle Identification Numbers(VIN) list for ALL trucks and trailers operating on the Navajo Nation is enclosed, <b>(Carrier)</b>	
13 h. _____ <b>UNEXPIRED &amp; COMPLETED</b> Annual Inspection for ALL trucks and trailers operating on the Navajo Nation are enclosed, <b>(Carrier)</b>	
13 i. _____ <b>CURRENT</b> List of ALL Authorized Drivers operating on the Navajo Nation is enclosed, <b>(Carrier)</b>	
13 j. _____ <b>UNEXPIRED</b> Safety & Hazmat Training Certification for each driver/personnel operating on the Navajo Nation are enclosed, <b>(Carrier &amp; Refiner)</b>	
13 k. _____ Decal request letter is enclosed, <b>(Retailer only)</b>	
13 l. _____ Refiner questionnaire is enclosed, <b>(Refiner only)</b>	
13 m. _____ Application Fee is enclosed. <b>(\$100-Retailer &amp; Refiner, \$150-Carrier, \$200-Distributor)</b>	