

THE ADMINISTRATIVE TRIBAL COURT OF THE LUMBEE TRIBE OF NORTH CAROLINA

GENERAL INSTRUCTIONS FOR FILING A PETITION

1. Persons allowed to file a Petition are as follows:
 - a. Any Lumbee Member may file a Petition.
 - b. The Tribal Chairman may file a Petition on behalf of the Executive Branch of Government.
 - c. The Tribal Speaker may file a Petition on behalf of the Legislative Branch of Government.
2. Place of Filing:
 - a. Lumbee members must file their Petition at the Lumbee Tribal Office, addressed to the Tribal Administrative Court.
 - b. The Lumbee Tribal Office will stamp all mail the date received.
3. A signature, address, and phone number must be listed on the Petition form.
4. Enter the Petitioner's full name on the line with the word Petitioner.
5. Enter the Respondent's full name on the line with the word Respondent. Please enter the Respondent's mailing address.
6. The Petition will be mailed to the Respondent by certified mail to verify receipt.
7. State the nature of the Petition. Any issue brought to the court must involve a case or controversy arising out of an alleged violation pursuant to the Lumbee Tribal Constitution, any duly adopted Tribal Ordinances or any program policy, procedure, rule or regulation.
8. Upon receipt of the Petition the Respondent has fifteen (15) days from the date of service to answer the Petition, except in cases where we are mandated to follow set appeal rights. In those cases there may not be a need or requirement for an answer by the respondent. Service will be deemed the date of receipt by certified mail. The answer must be sent to the Petitioner and the Tribal Administrative Court Office by certified mail to verify receipt.

THE ADMINISTRATIVE TRIBAL COURT
OF THE
LUMBEE TRIBE OF NORTH CAROLINA

Robeson County
North Carolina

Petition to the Administrative Tribal Court
of the Lumbee Tribe

_____ Petitioner,

Name Phone No.

Case Number: _____

Address

V.

Respondent,

Name

Address

PETITION

COMES NOW, _____, Petitioner and files this Petition against
_____, Respondent.

The Petitioner is a resident of the _____ County of North Carolina and resides at the
following address: _____.

The Respondent is a resident of _____ County of North Carolina and resides at
the following address: _____.

**EXPLAIN WHAT SECTION OF THE LUMBEE CONSTITUTION, TRIBAL
ORDINANCE; or PROGRAM RULE, POLICY OR REGULATION THAT HAS
BEEN VIOLATED**

1.

2.

3.

STATEMENT OF RELIEF BEING SOUGHT

1.

2.

Petitioner's Signature Date