

**GRAND TRAVERSE BAND OF OTTAWA AND CHIPPEWA INDIANS**

Little Spirit Moon Department • 845 Business Park Drive • Traverse City, MI 49686  
(231) 534-7760 or Fax (231) 534-7773



2023-2024  
Academic Year

***SCHOOL CLOTHING & EXTRA-CURRICULAR GIFT CARD  
PROGRAM GUIDELINES***

**PLEASE READ GUIDELINES CAREFULLY AND INITIAL EACH ITEM AS AGREEMENT TO COMPLY.**

- \_\_\_ 1. The program may provide a gift card(s) per child per application to one of the identified preferred retailers.
- \_\_\_ 2. Gift card purchases are restricted to clothing and itemized equipment for extra-curricular use by the identified child.
- \_\_\_ 3. Gift cards are not to be used for purchases not intended for immediate use by the child and are not to be used to purchase items for the child that includes jewelry, cologne, perfume, body spray, purses, or non-wearable items other than itemized equipment for extra-curricular activities. Gift cards may not be used on items not for use by the child, including but not limited to alcohol and tobacco products.
- \_\_\_ 4. Receipts for all gift card purchases are due to the Education Department no later than sixty days (60) after the card(s) are issued.
- \_\_\_ 5. Failure to provide receipts and to account for any outstanding amounts remaining on the gift card(s) will result in the ineligibility of child on this application to be issued gift card(s) through this program for the entirety of 2023/2024 and 2024/2025 school year.
- \_\_\_ 6. Failure to provide receipts may also result in a civil action against the parent/guardian to recover the full amount(s) issued on the gift card(s) received from this application. Penalties may include, but are not limited to, costs and attorney fees, and may be recovered by wage garnishments, judgement liens, or tribal per capita withholding.
- \_\_\_ 7. Misuse of the gift card(s) for unauthorized purchases may also result in a civil action against the parent/guardian to recover the full amount(s) issued on the gift card(s) received from this application. Penalties may include, but are not limited to, costs and attorney fees, and may be recovered by wage garnishments, judgement liens, or tribal per capita withholding.
- \_\_\_ 8. The parent/guardian must report a lost or stolen gift card(s) immediately to the Office of Management and Budget. Lost or stolen gift cards cannot be replaced.
- \_\_\_ 9. Receipt of a gift card(s) from this program in 2023/2024 school year renders the parent/guardian ineligible to obtain any reimbursement for school clothing or extra-curricular clothing or equipment acquired for the child in this application for the entirety of 2023/2024 school year.

**Parent/Legal Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_