[USE OFFICIAL TRIBAL LETTERHEAD]

 [DATE]

Karen Hearod, MSW, LCSW

Captain, US Public Health Service

Director, Office of Tribal Affairs and Strategic Alliances

Center for State, Tribal, Local, and Territorial Support

Centers for Disease Control and Prevention

4770 Buford Highway NE, MS V18-4

Atlanta, Georgia 30341

Dear Captain Hearod:

This letter is to nominate [NOMINEE NAME] to serve as a delegate on the Centers for Disease Control and Prevention/Agency for Toxic Substances and Disease Registry (CDC/ATSDR) Tribal Advisory Committee (TAC) and affirm [his/her] status as an elected tribal official of the [TRIBE NAME]. [NOMINEE NAME] was elected to the official position of [TITLE] in [MONTH, YEAR] for a term of [TERM LENGTH].

As a delegate on the TAC, [NOMINEE NAME] will be acting in [his/her] official capacity as an elected official of the [TRIBE NAME]. [S/He] has the authority to act on behalf of the tribe and is qualified to represent the views of the Indian tribes in the area from which [s/he] is nominated.

The contact information for [NOMINEE NAME] is

NAME

OFFICIAL TITLE

TRIBE

MAILING ADDRESS

EMAIL ADDRESS

PHONE NUMBER

FAX NUMBER

Please contact [TRIBAL GOVERNMENT CONTACT NAME] at [PHONE NUMBER] with any questions.

Sincerely,

[SIGNATURE OF ELECTED TRIBAL OFFICIAL PROVIDING NOMINATION]

[NAME OF ELECTED TRIBAL OFFICIAL PROVIDING NOMINATION]

[OFFICIAL TITLE]

[TRIBE]