



Nisqually Indian Tribe Elder vehicle repair Policy and Procedures

Intent and Purpose:

The intent and purpose of this Policy is to set in place a system for Nisqually Tribal Fleet employees to perform repairs and maintenance on Tribal Elder vehicles, effective January of 2025. Allow Nisqually Elders an option to have repairs made at a lower cost.

Availability:

The Tribal Elder must register through the Financial Services department to be added to the list of recipients, for vehicle repairs and maintenance facilitated by the Nisqually Fleet dept.

- 1) Must be an enrolled Tribal member of the Nisqually Tribe.
- 2) Must be on the Elders List of approved recipients for Tribal Services.
- 3) Must make an appointment through Fleet Service no less than 24 hours prior to repairs being made.
- 4) There will only be **two vehicles allowed per Elder, per year** which Fleet Service will maintain a list.
- 5) We do not offer service on Tribal recognized Holidays.
- 6) The cost of repairs (NIT pricing) will be for parts only as labor will not be charged.

Use Limitations:

Use of the Elders auto repair service will be limited to a predefined list of repairs. Elders will receive an estimate for repairs before an appointment can be made, along with form of payment to financial services.

Cancellations

Nisqually Fleet Cancellation Policy. Customers can cancel a reservation at any time up to 24 hours before the scheduled service appointment.

List of Elders auto repairs available:

1. Replacement of worn-out tires, including purchase of tires, mounting and balancing, and disposal of old tires.
2. Automobile Combustible engine lube, oil, and oil filter replacement.
3. 12-volt battery replacement.
4. Repair or replace headlights, taillights, brake lights.
5. Replacement of worn-out Wipers.

6. Replacement of automobile brakes, including brake pads, turning of rotors, drums, and seals if needed on any model year that is 14 years old or newer.
7. Broken or worn-out automotive belts.
8. Automotive detailing, starting **May of 2026**.
9. Tune up on Push, walk-behind mowers. Parts cost only!

Safety:

While repairs are being performed, any safety items will be addressed and either repaired or a written notice will be given to the Owner of the Elder vehicle. Not all repairs will be covered under this policy, but Elders will be referred to a local auto repair facility near the reservation.

Responsibilities of All Elders on the approved list of recipients:

The following rules and responsibilities apply to any Elder using these services:

- 1) All Elders must be on the list of Elders recipients for repairs to be facilitated.
- 2) All Elders must set up a form of payment and agreement with F.S. before repairs will be made.
- 3) All Elders must agree that repairs are limited to approved repair list.
- 4) All Elders must have an appointment made no less than 24 hrs. prior to work performed.
- 5) Vehicles must be clean of garbage to drive the vehicle.
- 6) Must be on time for scheduled appointments.

Certification

I certify that the above airport shuttle Policy was adopted at a regular meeting of the Nisqually Tribal Council held on the _____ day of _____ on the Nisqually Indian Reservation, Washington, at which time a quorum was present and voting _____ FOR _____ AGAINST _____ ABSTENTIONS.

ATTEST:

E. Ken Choke, Chairman
Nisqually Indian Tribe

Jackie Whittington, Secretary
Nisqually Indian Tribe