



LEECH LAKE BAND OF OJIBWE

Legal Department

Chris Allery, Legal Director
Grace Elliott, Deputy Legal Director
Shea Fleming, Paralegal
Gloria Wilson, Legal Secretary

Sarah Stahelin, Tribal Attorney
Ralph Overholt, Tribal Attorney
Tom Dahl, Paralegal
Shantel Northbird, Policy
Development Specialist

Document Review Request Form

I. TO BE COMPLETED BY THE REQUESTING DIVISION

Document Title: _____

Description of Services:

Division/Department Received Document: _____ Please Review By: _____
(Insert Date) (Insert Date)

Requesting Division/Department: _____

Contact Information: _____ Number: (_____) _____
(Name and Title) (Preferred contact number)

E-mail Address: _____

For Resolutions only: I certify that this Resolution complies with the May 15, 2014 Resolution

Formatting Guidelines. Signature: _____

LEGAL DEPARTMENT USE ONLY

Legal Office Received On: _____ Received By: _____
(mm/dd/yy) (Name of Legal Staff Member)

Document Picked Up By: _____ Date: _____
(Signature of Designated Person to pick up documents for requesting Division/Department)

LEGAL REVIEW FINDINGS

Reviewed By: _____ APPROVED: _____ (Y/N)
(Signature of Legal Staff and Title)

Additional steps required: _____

Notes: _____
