

Gwich'in Tribal Council

Application for Registration as a Gwich'in Business

Office use only:	
Bus. Plan	_____
Bus. Lic.	_____
Partner. Agrmt.	_____
Corp. Agrmt.	_____
Date:	_____

Businesses desiring to be designated as a Gwich'in Business must complete this application and qualify for Gwich'in ownership and capability by meeting the following criteria:

- ✓ Business ownership and active involvement.
- ✓ Local office
- ✓ Gwich'in employees.

New Application Updated Submission Date of Application _____

A. CONTACT INFORMATION (Please Print)					
Applicant Name:					
Business Operating Name: (if different from applicant)					
A.1 Contact Name or Principal					
First name:					
Last Name:					
Title / Position held:					
A.2 GSA Business Address					
Street:				City:	
Prov / Terr:				Postal Code:	
A.3 Business Mailing Address Same as above <input type="checkbox"/>					
Street / Box:				City:	
Prov / Terr:				Postal Code:	
A.4 Phone / Fax / Email					
Phone 1:		()		Fax:	
Phone 2:		()		Mobile:	
Toll-free:		()		E-mail:	

A.5 Website			
URL:		http://	
A.6 Preferred Method of Communication			
Mail <input type="checkbox"/>	Phone <input type="checkbox"/>	Fax <input type="checkbox"/>	E-mail <input type="checkbox"/>
B. OWNERSHIP			
B.1 Structure of Business			
Sole proprietor <input type="checkbox"/>	Partnership <input type="checkbox"/>	Corporation <input type="checkbox"/>	Co-op <input type="checkbox"/>
Incorporation date If corporation			
B.2 Ownership of Business			
Name of owner:	Enrolment Number	Percent of ownership	Gwich'in Designation
		%	
		%	
		%	
		%	
		%	
<p>The Gwich'in designation number is either the enrollment number for an individual or the GTC assigned number of the currently designated Gwich'in business.</p> <p>PLEASE NOTE: The following documentation <i>must</i> be provided:</p> <ol style="list-style-type: none"> 1. Copy of current <i>Business License</i> 2. If the business is a <i>Partnership</i>, a copy of a Partnership Agreement outlining the percentage of ownership and distribution of earnings; or 3. If the business is a <i>Corporation</i>, a copy of Incorporation Certificate, Share Registry and any shareholders agreement outlining participating rights <p>If the above information is not submitted with the application, approval for listing will be suspended until the required information is submitted and evaluated.</p>			

C. CAPABILITIES
C.1 Goods and Services
Please list below the Goods or Services category which your business supplies and for which you wish to be listed. For broad categories such as ‘general contracting’, ‘oilfield services’, ‘camp supplies’, please describe the goods or service area more specifically.
Category #1.
Category #2.
Category #3.
Category #4.
Category #5.
Category #6.

Additional categories can be added with attached pages.

C.2 Capability in Specific Goods or Service Area
<p>For <i>each</i> Goods or Service Area (listed above) which your business claims capability, please provide a detailed outline addressing the following criterion for testing:</p> <ul style="list-style-type: none"> Criterion 1 – Related experience Criterion 2 – Employee’s experience/ education Criterion 3 – Assets <p>For example: If you have listed ‘Camps’, you must provide an in-depth and detailed explanation to show your 1) Business experience; 2) qualifications of employees; and 3) availability of required assets.</p> <p>Note: If you have listed more than one Goods and/or Service, you will be required to submit Section C.2 Capability in Specific Product or Service Areas for <i>each</i> of the Goods and Services.</p>

C.2.1 Goods or Services Category #____:

Criteria 1: Prior Business Experience

Explain what similar or related jobs or contracts your business has performed or is currently performing.

For example: Describe related tasks and what your business did about them.

Criterion 2: Employees Experience and Education

The business should have (internal/to itself) the specific capabilities normally required to operate a business in the product or service area. Provide evidence to demonstrate your employees' capability to provide the products or services in question. To what extent will products/services be provided by sub-contractors instead of your employees? Please provide details.

For example: Resumes of employees will show what functions and experience they have at other businesses prior to joining this company. Show what experience they have in this particular product or service area?

Criteria 3: Assets

The business should have the required assets and equipment available to perform the desired service and employees normally required to operate a business in the product or service area. Please provide evidence to demonstrate that the assets are available and in working order for this type of work.

For example: What kinds of equipment will be involved in providing the products or services? Are the assets, owned by you or sub-contracted, rented? Are the assets in your possession now? What experience do your employees have in operating these assets? If some or all of the assets will be acquired at the time of a contract, please provide details.

NOTE: Please Repeat Section C.2 for each Goods and Service Listed in Section C.1.

D. DECLARATION

The undersigned declares that the above information is correct and that the undersigned is authorized to submit this application on behalf of the applicant.

Applicant signature: _____ Date: _____

Printed name & title: _____

Requirements and Steps to Start a Small Business

1. Workers Compensation Board Coverage, Telephone (800) 661-0792.
2. Business License from the Town of Inuvik or at the Hamlet that your business is located in.
3. Register Business Name with the Department of Justice: Legal Registries Department, Telephone # (867) 873-7492, and they will fax the required form. Mail this form to:

**Legal Registries, Dept. of Justice
Box 1320
Yellowknife, NT X1A 2L9**

4. Business registry with Canada Customs and Revenue Agency for:
 - Business Number
 - GST Number (Good & Services Tax)
 - Corporate Income Tax
 - Payroll deductions
 - Customs RegistrationNo charge Dial at 1-800-959-5525 for enquiries.
4. Liability insurance.
5. A bookkeeper that is willing and able to provide good financial service and advice. This person should be someone who is easy to contact.
6. Application for Gwich'in Business Listing. Complete all sections and submit a short Business plan.

Example of Goods and Services List

Abandonments	Boiler Repair & Service	Coiled Tubing
Abrasive Cutting	Boiler Sales	Commercial & Industrial Space – Leasing
Accommodations	Bookkeeping & Data Entry	Communications
Accommodations – Hotel	Borehole Video	Communication – IP Data Services
Accommodations – Motel	Bottle Water – Delivery & Sales	Communication – Remote Site
Accommodations – Residential	Bridge Plugs	Communication – Satellite Phone Sales & Leasing
Acidizing Services	Brush Cutters	Communication – Terrestrial Services
Actuators	Burner Management Systems	Communication – Services
Advertising & Promotion	Bus Service – Charter & Sight Seeing	Communication – VHF Radio Links
Aerial Surveying	Bus Service – Scheduled	Communication – Voice Frame Relay
Air Charter – Fixed Wing	Camps	Community Corporation
Air Charter – Rotary Wing	Camps – Administrative Support	Completion Services
Air Freight & Couriers	Camps – Barge	Completion Tools
Air Services – Scheduled	Camps – Labourers	Compression and Production Services
Aircraft – Leasing	Camps – Maintenance	Compressors
Air-track/auger/seismic drilling	Camps – Move	Computer – Hardware & Software Supply
All-Terrain Vehicles – Rental & Leasing	Camps – Outfitting	Computer – Software
All-Terrain Vehicles – Sales	Camps – Seismic	Dev/Integration/Training
Ambulance & Related Services	Camps – Services & Maintenance	Concrete Products & Supplies
Ambulance – Medics	Camps – Drill Rigs	Construction – Acoustical Work
Ambulance – Services	Canine – Watch for Camps	Construction – Bridge
Appliance Maintenance & Repair	Carving & Crafts	Construction – Carpentry
Asphalt Paving	Casing – Jacks & Recovery	Construction – Concrete Pouring & Finishing
Augers	Casing – Packers & Scrapers	Construction – Drywall
Auger Truck – Rental	Casing – Slotted	Construction – Estimating
Automotive – Car Wash	Casing – Storage	Construction – Flooring
Automotive – Car Detailing	Casing – Supply	Construction – Insulation
Automotive – Leasing & Rentals	Catering	Construction – Masonry
Automotive – Parts, Service & Repair	Catering – Professional Culinary	Construction – Natural Gas Installation
Automotive – Sales	Cathodic Protection	Construction – Non Residential Building
Automotive – Specialized	Cementing Equipment & Tools	Construction – Painting
B.O.P. Parts, Servicing & Supply	Cementing Services	Construction – Pipeline
B.O.P. Rentals	Cementing Supplies	Construction – Plastering & Stucco
Bags – Equipment, Rig Pig & Sample	Centrifuges & Separators	Construction – Pre-cast Concrete Installation
Bear Monitoring	Chainsaws & Brush-saws – Rental	Construction – Renovations
Bearing Supply	Chainsaws & Brush-saws – Sales	Construction – Residential Building
Bio-fuels	Chemical Injection Equipment	Construction – Roads & Ice Roads
Blasting Services	Chemicals – Processing & Production	Construction – Roofing
Blasting Supplies	Chokes	
Boat Rentals – Without Operator	Claim Staking	
Boat Rentals – With Operator	Closed Chamber Testers	
Boat Repairs & Servicing	Clothing – Work-wear	
Boat Sales	Coatings – External & Internal	

Construction – Siding	Drilling – Fluids & Mud Supply	Fishing Tools & Services
Construction – Steel Re-enforcing	Drilling – Jars	Flanges
Construction – Waterworks & Sewage Systems	Drilling – Logging	Flare Igniters & Systems
Construction – Well-site	Drilling – Measurements	Float Equipment
Construction – Wharfs	Drilling – Motors & Tools	Flow Control Equipment
Construction Materials	Drilling – Rigs	Fluids Engineering
Consulting – Cultural	Drilling – Seismic	Fracturing Equipment
Consulting – Engineering	Drilling – Supplies	Fracturing Flow-backs
Consulting - Environmental	Drill-stem Testing	Fracturing Fluids
Consulting – Geological	Dynamometer	Fracturing Services
Consulting – Geomatics	Electric Motor Rewind	Fracturing Tracing
Consulting – Geophysical	Electrical Installation & Service	Garage – Rental & Leasing
Consulting – Management	Electrical Maintenance	Garden Centre
Consulting – Oilfield	Electrical Supplies	Gas Flow Measurement
Consulting – Reservoir Management	Electrical Systems & Processes	Gas Lift Equipment
Consulting – Safety (ERP)	Electronic Equipment	Gaskets
Consulting – Transportation	Emergency Medical Vehicle – Rental & Leasing	Gasoline/Diesel Service Stations
Containment Systems	Emergency Response	Gauges
Contract Labour	Enclosures	Gears & Gear Cutting
Contract Labour – Rigs	Engineering & Technical Services	General Merchandise – retail
Control Panels	Engines & Accessories	General Merchandise – wholesale
Core Boxes	Enhanced Production	Generators
Core Vans	Environmental –	Geomatic – databases & base-maps
Coring	Assess/Audits/Reviews/Plan	Geomatic – image processing
Corrosion Control	Environmental – Monitoring & Services	Geomatic – International
Craft Shop	Environmental – Products & Equipment	Geophysical Equipment
Crane Services	Environmental – Restoration & Reclamation	Geophysical Supplies
Culvert installation	Excavation	Geo-synthetics
Dehydrators	Expediting	Geotechnical Drilling
Development Corporation	Explosives & Accessories	GIS Applications
Diamond Drilling	Fabricating	Glass & Windshields
Directional Drilling Services	Fencing	Granular material – Crushing
Directional Drilling Tools & Equipment	Fiberglass Sucker Rods	Granular material – Supply
Directional Surveying	Filtration – Fluids	Groceries – Beef Sales
Diving	Filtration – Products	Groceries – Meat Distributor
Down-hole Tools & Equipment	Financial Services – Equip.	Groceries – Retail
Dredging	Leasing/Insurance	Groceries – Wholesale
Drill Bits	Fire Extinguishers – Sales & Servicing	Group Home Service
Drill Collars	Fire Fighting, Blowout, Protection & Training	Guiding – Fishing
Drill Pipe	Firewood Cutting & Sales	Guiding – Hunting
Drill Pipe Screens & Protectors	First Aid Attendants	Guiding – Tourism
Drill String Rental	First Aid – Services	H2S Monitoring Equipment
Drill String Repair	First Aid – Training	H2S Services
Drill String Supply	Fishing Camps	Hard-rock Prospecting
Drilling – Down-hole		Heat Exchangers
Drilling – Equipment		Heat Treating
		Heaters

Heavy Equipment – Repair & Service	Logistics – Drilling	Orifice Fittings
Heavy Equipment – with operator	Lubricators	Outdoor Equipment & Supplies
Heavy Equipment – without operator	M.W.D. Measurement While Drilling	Outfitting
Horizontal Drilling Services	Machine Shop	Packer Rubbers
Hoses	Machinery Guidance Systems	Packers, Service Tools
Hoses – Industrial	Maintenance – Building	Painting – Commercial
Hot Oil Services	Maintenance – Camp	Painting – Industrial
Human Resources – General Services	Maintenance – Equipment	Painting – Residential
Hunters & Trappers Committee	Maintenance – Roads & Ice Roads	Palletized Containers
Hunting and Fishing Camps	Maintenance – Yard	Pallets
Hydraulic Systems, Design & Service	Manufacturing – Forging	Perforating Services
Ice Checking	Manufacturing – General	Perforating Supplies
Ice Checking – Auger Sales	Mapping	Petroleum Products – Retail
Ice Flooding	Marine Charter – Arctic Ice Class	Petroleum Products – Wholesale
Ice Profiling	Vessels	Pigs, Pigging – Supplies
Ice Profiling – Digital Mapping	Marine Charter – Barges	Pile Driving
Industrial Cleaning	Marine Charter – Tugs	Pipe Storage
Industrial Gases	Marine – Industrial & Rig Moving	Pipe Fitting – Services
Industrial Coating & Lining	Marine Maintenance & Repairs	Pipe Fitting – Supply
Industrial Painting & Blasting	Marine Passenger Travel	Pipeline Plant Services
Industrial Pumping Services	Marine Petroleum Delivery	Pipeline Repair & Maintenance
Industrial Supplies	Marine Pilot Navigation Services	Pipeline Trenching
Industrial Wood Products	Marine Salvage Industry	Pipes & Fittings
Inflatables	Marine Shipping	Plastics
Inspection Services	Medical Supplies	Plow Truck – Rental
Inspection Services – Pipeline	Milling Tools & Services	Plug Logging
Inspection Services – Tubulars (OCTG)	Mining Equipment	Plumbing & Heating Services
Inspection Services Video	Mining Supplies	Plumbing & Heating Supplies
Instrumentation	Mobile Home Moving	Pneumatics
Insulation Materials	Mobile Home Sales	Portable Buildings & Shelters
Intercom Systems	Mud Logging	Portable Drilling Rigs
Internet Services	Natural Gas Liquids	Power Plants – Rentals
Investigation Services	Navigation	Power Swivels & Tongs
Janitorial Services	Nitrogen Equipment & Services	Power Transmissions
Laboratory Services	Office Equipment	Premium Connection for O.C.T.G.
Labourers – see ‘Contract Labour’	Office Services	Pressure Pumping & Testing
Land Development & Management	Office Space – Rental	Pressure Vessels – Fabrication & Repair
Landscaping	Office supplies	Pressure Vessels – Sales & Rentals
Laundry Services	Oil & Gas Separators	Pressure Washing & Steaming
Light Equipment Rental	Oil Country Tubular Goods	Printing & Graphics
Lighting – mobile & stationary	Oil Spill - Cleanup	Production electronics
Line Pipe	Oil Spill Containment – Supplies	Production Equipment Manufacturing & Sales
Liner Equipment & Services	Oil Spill Containment – Services	Production Equipment Rentals
Logging – Cased Hole	Oil Spill – Response	Production Packers
Logging – Open Hole	Oil Spill – Training	Production Systems Multi-lateral
Logging tools	Oilfield Database	Production Testing
Logging While Drilling	Operations – Supervision	

Production Tools	Service Trucks – Rental	Tanks – Repair
Protective Products	Sewing & Parkas	Tanks – Sales & Rental
Pump Jack Service	Sheet Metal & Other Duct Work	Tanks – Water
Pump-jack Concrete Base	Shipbuilding	Taxi Service
Pump-jack Drive Systems	Shipping Containers & Packaging	Testing Equipment Manufacturing & Rentals
Pumps	Shock Subs	Testing, A.O.F. Production
Quality Control & Assurance	Siding – Installation	Testing, Casing Vent Leaks, Packer Isolation
Rat-hole Drilling Services	Signs	Tires Repair & Service
Real Estate	Site Cleanup – Wire Collection	Tires Supply
Reamers	Site Cleanup – Lath	Tool-joints – Drill Pipe
Recreation & Vacation Camps	Slashing, Brushing, Line cutting	Tool-joints – Tubing Premium
Recyclers	Slim-line Logging	Tools – Handling
Refrigeration	Small Engine Repair	Top Drives, Electric & Hydraulic
Reindeer Meat Products	Small Equipment Sales	Torque Tools
Restaurants	Snow Removal	Tour – Operator
Rig Anchors	Snowmobile – Rental & Leasing	Tour – Wholesaler
Rig Jacking	Snowmobile – Sales	Tow-truck Service
Rig Moving	Snubbing, Hot Tapping & Freezing	Tracking – Vehicle
Rig Repair	Solids Control	Tracking – Helicopter
Rig Safety Inspections	Sonic Logging & Evaluation	Trailers – Fabrication & Repairs
Rotary Drives	Sound System Rentals	Trailers – Sales
Safety – Audits	Sporting Goods	Trailers & Well-site Rentals
Safety – Contract Personnel	Sports Hunts	Translators & Interpreters
Safety – Equipment	Springs	Treaters
Safety – PPE & Supplies	Steel Distributors & Manufacturers	Trucking – Auger
Safety – Rentals	Stimulation (Acidizing/Fracturing)	Trucking – Bulk Liquids
Safety – Services & Training	Storage Facilities – Indoor	Trucking – Camp Moves
Safety – Spill Control Training	Storage Facilities – Outdoor	Trucking – Dangerous Goods
Safety – Supervision	Structural Steel Fabrication	Trucking – Dry Bulk Materials
Safety – Trailers	Stuffing Box	Trucking – Fuel
Salt Water Fishing Industry	Sucker Rods & Couplings	Trucking – General Freight
Sand Control	Sump Treating & Disposal	Trucking – Hot Shot Services
Sandblasting	Survey Lath & Supplies	Trucking – Inter-provincial
Scouting – Aerial	Surveying – Land	Trucking – Moving & Storage
Scouting – Land	Surveying – Aerial	Trucking – Pilot Car Services
Security – Services	Surveying – Marine	Trucking – Plowing
Seismic Data – Land Acquisition	Surveying – Seismic	Trucking – Sales & Service
Seismic Data – Marine Acquisition	Swabbing Equipment & Supplies	Trucking – Self Loading
Seismic Data – Archiving & Interpretation	Switching Valves	Trucking – Snow-Plow
Seismic Data – Processing	Tanks – Dismantling & Recycling	Trucking – Trailers (5 th wheel)
Seismic Data – Sales	Tanks – Fibreglass	Trucking – Tractor Trailer
Seismic Survey Supplies	Tanks – Fuel	Trucking – Water Truck
Separators	Tanks – Heaters	Trucking – Well-site Moves
Service Rig Moving	Tanks – High Pressure	Tubing Anchors
Service Rig Parts & Repairs	Tanks – Inspection	
Service Rigs	Tanks – Moving	
	Tanks – Open	

Tubing Conveyed Perf. Equip. & Services	Well-site Moves
Tubing Rentals & Supply	Well-site Reclamation
Tubular Products	Well-site Supervision
Tubular Running Services	Wet Heating & Air Conditioning
Turbines	Whip-stocks
Under-balanced Drilling Services	Wildlife Monitoring
Urban & rural planning, public works projects	Wire-line Logging Electric
Utilidor Systems	Wire-line Logging Slick-line
Utility Locators	Wire-line Supply
Utility Markers	Wrecking & Demolition
Vacuum Services	
Valve Actuators	
Valve Manufacture	
Valve Parts, Service & Repair	
Valve Supply	
Valves – Safety	
Vegetation Management & Weed Control	
Video Rentals	
Warehouse Space – Rental	
Waste Disposal – Fluids	
Waste Disposal – Solids	
Waste Disposal – Containers	
Waste Management	
Water Cutting	
Water Delivery Service	
Water Treatment	
Water Well Drillers	
Welders – Rental	
Welding Services	
Welding Supplies	
Well Abandonment	
Well Completion	
Well Intervention	
Well Optimization	
Well Testing – Surface	
Well Testing – Down-hole	
Wellhead Completion	
Wellhead Completion Equipment	
Wellhead Equipment	
Wellhead Manufacture	
Wellhead Refurbishing	
Wellhead Storage	
Wellhead Supply & Servicing	
Well-site Consulting	

