

Village of Wainwright
Post Office Box 143
Wainwright, Alaska 99782
907-763-2575



COMMUNITY MEETING GUIDELINES

The Village of Wainwright frequently hosts community meetings held by outside entities. We have developed these guidelines to help make your meeting productive and respectful to our community.

√ Contact the Village of Wainwright Tribal Office at 907-763-2575 for permission to host a meeting, and please provide at least two weeks' notice – more is preferable. Confirm there is no conflict with Tribal activities.

√ Provide the Tribal Office with a written summary of the meeting's content and goals, as well as a plan to publicize the meeting among residents.

√ Contact the City of Wainwright at 907-763-2815 to reserve the meeting space. Although large space is somewhat limited, we have accommodated meetings for more than 100 people. Confirm there is no conflict with city activities.

√ Be respectful of the Village's subsistence schedule when seeking public attendance at a meeting. The Tribal Office can help you identify the best times to come to Wainwright.

√ Coordinate transportation and translation services for Village Elders.

I have read and agree to follow the Wainwright Community Meeting Guidelines. I also agree to provide the Tribal Office with a written summary of the meeting within 30 days, in language appropriate for distribution to Wainwright residents.

Signature: _____

Name (printed): _____

Company/Organization: _____

Date: _____