



THE  
NAVAJO  
NATION

P.O. BOX 1690

RISK MANAGEMENT PROGRAM

WINDOW ROCK, ARIZONA 86515-1690

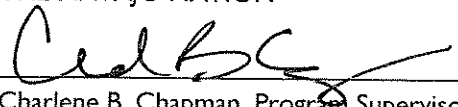
(928)871-6335

Joe Shirley, Jr.  
PRESIDENT

Ben Shelly  
VICE-PRESIDENT

MEMORANDUM

TO ALL DIVISIONS, DEPARTMENTS, PROGRAMS and CHAPTERS  
THE NAVAJO NATION

FROM   
Charlene B. Chapman, Program Supervisor I  
Risk Management Program

DATE June 11, 2008

SUBJECT AUTOMOBILE INSURANCE

All Navajo Nation vehicles are required to maintain proof of financial responsibility (insurance) as mandated by law and if requested by any Law Enforcement Agency having jurisdiction. **Please be advised, the current Automobile Insurance Card that was issued for policy year October 1, 2007 to October 1, 2008 expires effective October 1, 2008.**

To avoid any inconvenience, such as traffic violations for no proof of insurance, **a written request for renewal** is required to be submitted to the Risk Management Program in order for new Automobile Insurance Cards to be issued for all vehicle(s). **The following information is required to process the request for renewal:**

1. **Vehicle Description**
2. **Vehicle Identification Number (VIN)**
3. **Make/Model and Year of the Vehicle**
4. **License Plate Number and Vehicle Number (if applicable)**

Once the written request for renewal is received and premiums are paid, an Automobile Insurance Card will be issued.

**The premiums for Auto Liability coverage is \$267.31 per vehicle. The premiums for Auto Physical Damage varies and depends on the vehicle type.** To avoid any lapse in Auto Physical Damage and Auto Liability coverage, premiums are required to be paid. **If payment is not received, coverage will be cancelled and Verifications of Coverage and Automobile Insurance Cards will not be issued.** (Premiums cannot be prorated)

Since this is a timely process, please began submitting requests in mid August to avoid any delay. Requests will be processed in the order they are received. Insurance Cards are scheduled to be released as early as September 22, 2008 (provided premiums have been paid).

**Risk Management will not issue any Automobile Insurance Cards unless a written request for renewal is submitted and premiums have been paid.**

If you have any questions, please feel free to contact our office at (928)871-6335.