

CHECKLIST FOR GIFT RECIPIENTS

This packet comes to you because a Klawock Heenya Corporation shareholder wishes to give you a gift of Klawock Heenya Corporation shares. Here is what you need to do to receive the gift:

Read the enclosed brochure, which answers some common questions about gifts of Klawock Heenya Corporation shares. Its highlights for you, as the recipient of the shares, include:

- Gift of shares cannot be returned, except between adult brothers and sisters.
- We do not know what taxes, if any, you may owe as a consequence of giving this gift, so you should **consult your tax advisor**.
- Your new shares carry responsibility, including voting in corporate elections and deciding who should inherit your shares when you die.

Fill out the Affidavit Accepting Stock Gift, and sign it in front of a notary public or postmaster (if you are under age 18, your custodian must complete and sign this affidavit on your behalf).

Provide a clear photocopy of your *birth certificate*. If you are adopted, and your birth certificate does not reflect the adoption, provide a copy of proof of legal adoption.

Only if you are a new shareholder fill out and sign the W-9 form required by the IRS.

Only if you are under age 18: have your custodian fill out and sign the *Designation of Custodian and Custodian's Consent to Appointment*.

Submit the Affidavit Accepting Stock Gift, birth certificate, W-9 (if you are a new shareholder), and Designation of Custodian and Custodian's Consent to Appointment (if you are a minor) to KHC at:

Stock Transfer Agent
Klawock Heenya Corporation
PO Box 129
7054 West Bayview Boulevard
Klawock, Alaska 99925

Important: If you have questions as you go through this packet, contact KHC's stock transfer agent's office before you fill out the forms. ~~In Klawock, you can reach the office at 755-2270; outside Klawock, the toll free number is 800-628-2838.~~

Once you and the donor have properly completed and submitted the required documents, KHC's stock transfer agent will transfer the shares to the recipient in about 10 days.

**APPOINTMENT OF CUSTODIAN
AND
CUSTODIAN'S CONSENT TO APPOINTMENT**

In the matter of _____ a minor:

(minor's full name)

This document appoints (print full legal name) _____ as custodian of all stock and other property that the above-named minor is and may later be entitled to receive from Klawock Heenya Corporation, pursuant to the Alaska Native Claims Settlement Act ("ANCSA"); 43 U.S.C. § 1601, et seq.) This appointment complies with Alaska Statute 13.46.085, as set forth on the reverse side hereof.

The custodian's full mailing address is: _____

The undersigned hereby consents to and accepts appointment as custodian for the above-named minor, and agrees to receive and hold as custodian all stock and property distributed that the minor may be entitled to receive from Klawock Heenya Corporation. The undersigned further agrees to collect, hold, manage, invest, and reinvest the custodial property in accordance with the Alaska Uniform Transfer to Minors Act, as it may be amended or replaced from time to time. The undersigned acknowledges having read and understood Alaska Statutes 13.46.085 and 13.46.110 (both set forth on the reverse side here), which are sections of the Alaska Uniform Transfer to Minors Act that addresses the appointment, powers, and duties of custodians for minors.

Date:

Custodian's Signature: _____

Family or legal relationship of custodian to the
above named minor:

ALASKA STATUTES

Excerpts from the Alaska Uniform Transfers to Minors Act

AS 13.46.085. Native corporations; custodians. (a) The stock or membership in a corporation organized under the law of this state under the Alaska Native Claims Settlement Act (43 U.S.C. §§ 1601- 1642) that a minor is entitled to receive under that Act shall be held by a custodian.

(b) A person making a transfer of stock, whether by gift, devise, or other method, may nominate a custodian. In the absence of a nomination, the custodian shall be determined under the order of priority set out below. The appointment becomes effective upon the corporation's receipt of the custodian's written consent to the appointment. The order of priority is:

(1) the legal guardian, if any, of the minor;

(2) a parent, if any, of the minor, as selected by the parents;

(3) an adult member of the minor's family; in this paragraph, "member of the minor's family" has the meaning given in AS 13.46.990, and also includes members of a family with whom the minor has customarily lived.

(c) For good cause, a district court or the superior court may vary the order of priority set out in (b) of this section or appoint another suitable person as custodian.

(d) The custodianship is governed by this chapter, as modified by the following:

(1) (Repealed, § 12 ch 60 SLA 19921

(2) under AS 13.46.150, a third person is responsible for determining whether stock is inalienable under the Act;

(3) the custodian shall give an appropriate receipt for property received for the minor;

(4) the custodian may not alienate inalienable property except within the limits provided by law;

(5) the form of registration or title shall be "as custodian for _____ (name of minor) under the Alaska Native Claims Settlement Act";

(6) a custodian may not receive compensation except, upon application to and approval by the superior court, for unusual and extraordinary services;

(7) custodial property includes securities, money, and other real and personal property under supervision as a consequence of the Act.

(e) Notwithstanding AS 13.46.190, the stock shall be transferred to the minor when the minor reaches 18 years of age, or to the minor's heirs if the minor dies before reaching 18 years of age.

(f) In this section,

(1) "Act" means the Alaska Natives Settlement Act (43 U.S.C. §§ 1601- 1642);

(2) "Minor" means an individual who is less than 18 years of age;

(3) "Stock" means the stock or membership in a corporation that is organized under the law of this state under the Act and that a minor is entitled to receive under the Act, whether by gift, devise, or other method; "stock" includes inchoate rights to stock.

Sec. 13.46.110. Care of custodial property. (a) A custodian shall:

(1) take control of custodial property;

(2) register or record title to custodial property if appropriate; and

(3) collect, hold, manage, invest, and reinvest custodial property.

(b) In dealing with custodial property, a custodian shall observe the standard of care that would be observed by a prudent person dealing with property of another and is not limited by any other statute restricting investments by fiduciaries. If a custodian has a special skill or expertise or is named custodian on the basis of representations of a special skill or expertise, the custodian shall use that skill or expertise. However, a custodian, in the custodian's discretion and without liability to the minor or the minor's estate, may retain custodial property received from a transferee.

(c) A custodian may invest in or pay premiums on life insurance or endowment policies on

(1) the life of the minor only if the minor or the minor's estate is the sole beneficiary; or

(2) the life of another person in whom the minor has an insurable interest only to the extent that the minor, the minor's estate, or the custodian in the capacity of the custodian, is the irrevocable beneficiary.

(d) A custodian at all times shall keep custodial property separate and distinct from all other property in a manner sufficient to identify it clearly as custodial property of the minor. Custodial property consisting of an undivided interest is so identified if the minor's interest is held as a tenant in common and is fixed. Custodial property subject to recordation is so identified if it is recorded, and custodial property subject to registration is so identified if it is either registered, or held in an account designated, in the name of the custodian, followed in substance by the words: "as a custodian for (name of minor) under the Alaska Uniform Transfers to Minors Act."

(e) A custodian shall keep records of all transactions with respect to custodial property, including information necessary for the preparation of the minor's tax returns, and shall make them available for inspection at reasonable intervals by a parent or legal representative of the minor or by the minor if the minor has attained the age of 14 years.

Note: To be sure the statutory information is up-to-date and complete, custodians should consult the entire Alaska Uniform Transfers to Minors Act, AS 13.46.010-.999.

AFFIDAVIT ACCEPTING STOCK GIFT

(To be completed by gift recipient or, if recipient is a minor, by custodian)

STATE OF _____)

_____ COUNTRY/JUDICIAL DISTRICT)SS.

I, _____ of (address) _____

Under oath, deposes as following

- 1) I understand that, if the proposed gift is approved, I will receive _____ share(s) of Klawock Heenya Corporation stock as a gift from _____ who is my _____.
- 2) I confirm that I am or am not a Native, as defined in the Alaska Native Claims Settlement Act, P.L. 92-203 and/or P.L. 100-241. If I am not a Native, then I am not entitled to receive voting shares referenced in 4(a) below.
- 3) I have not paid, transferred, or promised anything of value to obtain these shares.
- 4) I understand that if this gift is approved I will have the following rights and responsibilities with regard to the shares.
 - a) At shareholder meetings, either in person or by proxy, I will be responsible for voting my shares.
 - b) I will be responsible for determining the future ownership of my shares by gift or by will.
 - c) I will be entitled to receive distributions or dividends issued by Klawock Heenya Corporation to holders of Settlement Common Stock, the amount to be based upon the number of shares I own.
 - d) I will be responsible for paying whatever taxes may be owed as a result of receiving this gift of shares.
- 5) I understand that the law does not allow me to return the shares, except as a gift to a brother or sister, and then only if I am over age 18.
- 6) I understand that my signature below indicates my acceptance of the proposed stock gift and my request that Klawock Heenya Corporation complete the transfer of shares from the shareholder named above to me.

Dated this _____ day of _____, 20__

(Signature of recipient or of custodian of minor recipient)

SUBSCRIBED AND SWORN TO before me, the undersigned authority, this _____ day of _____, 20__

Notary Public in and for

My commission expires

- (1) A corporation.
- (2) An organization exempt from tax under section 501(a), or an individual retirement plan (IRA).
- (3) The United States or any agency or instrumentality thereof.
- (4) A state, the District of Columbia, a possession of the United States, or any subdivision or instrumentality thereof.
- (5) A foreign government, a political subdivision of a foreign government, or any agency or instrumentality thereof.
- (6) An international organization or any agency or instrumentality thereof.
- (7) A foreign central bank of issue.
- (8) A dealer in securities or commodities required to register in the U.S. or a possession of the U.S.
- (9) A futures commission merchant registered with the Commodity Futures Trading Commission.
- (10) A real estate investment trust.
- (11) An entity registered at all times during the tax year under the Investment Company Act of 1940.
- (12) A common trust fund operated by a bank under section 584(a).
- (13) A financial institution.
- (14) A middleman known in the investment community as a nominee or listed in the most recent publication of the American Society of Corporate Secretaries, Inc., Nominee List.

Payments of dividends and patronage dividends generally not subject to backup withholding include the following:

- Payments to nonresident aliens subject to withholding under section 1441.
- Payments to partnerships not engaged in a trade or business in the U.S. and that have at least one nonresident partner.
- Payments of patronage dividends not paid in money.
- Payments made by certain foreign organizations.

Payments of interest generally not subject to backup withholding include the following:

- Payments of interest on obligations issued by individuals. *Note: You may be subject to backup withholding if this interest is \$600 or more and is paid in the course of the payer's trade or business and you have not provided your correct TIN to the payer.*
- Payments of tax-exempt interest (including exempt-interest dividends under section 852).
- Payments described in section 6049(b)(5) to nonresident aliens.
- Payments on tax-free covenant bonds under section 1451.
- Payments made by certain foreign organizations.

Payments that are not subject to information reporting are also not subject to backup withholding. For details, see the regulations under sections 6041, 6041A(a), 6042, 6044, 6045, 6049, and 6050A.

Penalties

Failure to Furnish TIN.—If you fail to furnish your correct TIN to a payer, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Failure to Include in Income Dividend and Interest Payments.—If you fail to include any portion of an includible payment of interest, dividends, or patronage dividends in gross income, and the payment was reported to you by the payer, such failure will be treated as being due to negligence, and you will be subject to a penalty of 5% on any portion of an underpayment attributable to that failure unless there is clear and convincing evidence to the contrary.

Civil Penalty for False Information With Respect to Withholding.—If you make a false statement with no reasonable basis which results in no imposition of backup withholding, you are subject to a penalty of \$500.

Criminal Penalty for Falsifying Information.—Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Specific Instructions

Name.—Be sure to enter your correct name. If you are an individual and your name has changed, for example, because of marriage, contact the Social Security Administration to report your new name.

Certification.—

(1) **Interest, Dividend, and Barter Exchange Accounts Opened Before 1984 and Broker Accounts That Were Considered Active During 1983.**—You are not required to sign the certification, however, you may do so. You are required to provide your correct TIN.

(2) **Interest, Dividend, Broker and Barter Exchange Accounts Opened After 1983 and Broker Accounts That Were Considered Inactive During 1983.**—You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the payer, you must cross out item (2) in the certification before signing the form.

(3) **Other Payments.**—You are required to furnish your correct TIN, but you are not required to sign the certification. Other payments include payments made in the course of the payer's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services, payments to a nonemployee for services (including attorney and accounting fees), and payments to certain fishing boat crew members.

(4) **Exempt Payees and Payments.**—If you are exempt from backup withholding, you should complete this form to avoid possible erroneous backup withholding. Enter your correct TIN in Part I, write "EXEMPT" in the block in Part II, cross out item (2) of the certification, sign and date the form. If you are a nonresident alien or foreign entity not subject to backup withholding, give the payer a completed Form W-8, Certificate of Foreign Status.

(5) **TIN "Applied For."**—Follow the instructions under *How to Obtain a TIN*, sign and date this form.

Signature.—For a joint account, only the person whose TIN is shown in Part I should sign the form.

Privacy Act Notice.—Section 6109 requires most recipients of dividend, interest, or other payments to give taxpayer identification numbers to payers who must report the payments to IRS. IRS uses the numbers for identification purposes. Payers must be given the number whether or not recipients are required to file tax returns. Payers must generally withhold 20% of taxable interest, dividend, and certain other payments to a payee who does not furnish a taxpayer identification number to a payer. Certain penalties may also apply.

What Number to Give the Payer

For this type of account:	Give the SOCIAL SECURITY number of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor ²
4. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee ³
b. So-called trust account that is not a legal or valid trust under state law	The actual owner ¹
5. Sole proprietorship	The owner ³
For this type of account:	Give the EMPLOYER IDENTIFICATION number of:
6. A valid trust, estate, or pension trust	Legal entity (Do not furnish the identification number of the personal representative or trustee unless the legal entity itself is not designated in the account title.) ⁴
7. Corporate	The corporation
8. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
9. Partnership	The partnership
10. A broker or registered nominee	The broker or nominee
11. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity

¹ List first and circle the name of the person whose number you furnish.

² Circle the minor's name and furnish the minor's social security number.

³ Show the name of the owner.

⁴ List first and circle the name of the legal trust, estate, or pension trust.

Note: If no name is circled when there is more than one name, the number will be considered to be that of the first name listed.

Payer's Request for Taxpayer Identification Number and Certification

Give This Form
to the Payer,
Middleman, Broker,
or Barter Exchange

Please print or type

Name as shown on account (If joint account, list first and circle the name of the person or entity whose number you enter in Part I below.)

Address

City, State, and ZIP code

List account number(s) here ▶

Part I Taxpayer Identification Number—For All Accounts

Enter your taxpayer identification number in the appropriate box. For most individuals, this is your social security number. If you do not have a number, see *How to Obtain a TIN*.

Note: If the account is in more than one name, see the chart on page 2 for guidelines on which number to give the payer.

Social security number

OR

Employer identification number

Part II For Payees Exempt From Backup Withholding (See Instructions)

Certification.—Under penalties of perjury, I certify that:

- (1) The number shown on this form is my correct Taxpayer Identification Number (or I am waiting for a number to be issued to me), and
- (2) I am not subject to backup withholding either because I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or the IRS has notified me that I am no longer subject to backup withholding.

Certification Instructions.—You must cross out item (2) above if you have been notified by IRS that you are subject to backup withholding because of underreporting interest or dividends on your tax return. However, if after being notified by IRS that you were subject to backup withholding you received another notification from IRS that you are no longer subject to backup withholding, do not cross out item (2). (Also see *Certification* under *Specific Instructions*.)

Please Sign Here Signature ▶

Date ▶

Instructions

(Section references are to the Internal Revenue Code.)

Purpose of Form

Complete this form and give it to the payer of interest, dividends, and certain other payments (including broker and barter exchange transactions) so that you will not be subject to the 20% backup withholding that became effective January 1, 1984.

Use this form to report and certify your taxpayer identification number (TIN) to the payer, to certify that you are not subject to backup withholding because of underreporting interest and dividends on your tax return, and to claim exemption from backup withholding if you are an exempt payee.

If you do not complete this form properly and return it to the payer, the payer may be required to withhold 20% of payments made to you.

Note: If a payer gives you a form other than a W-9 to request your TIN, you must use the payer's form.

What Is Backup Withholding

The Interest and Dividend Tax Compliance Act of 1983 requires payers to withhold and pay to IRS 20% of payments of interest, dividends, and certain other payments under certain conditions. This is called "backup withholding." If you give the payer your correct TIN, certify your TIN when required, and report all your taxable interest and dividends on your tax return, your payments will not be subject to backup withholding.

Payments you receive will be subject to backup withholding if:

- (1) You do not furnish your TIN to the payer, or
- (2) IRS notifies the payer that you furnished an incorrect TIN, or
- (3) You are notified by IRS that you are subject to backup withholding because you failed to report all your interest and dividends on your tax return (for interest and dividend accounts only), or
- (4) You fail to certify to the payer that you are not subject to backup withholding under (3) above (for interest and dividend accounts opened after 1983 only), or
- (5) You fail to certify your TIN. This applies only to interest, dividend, broker, or barter exchange accounts opened after 1983, or broker accounts considered inactive in 1983.

For other payments, you are subject to backup withholding only if (1) or (2) above applies.

Certain payees and payments are exempt from backup withholding and information reporting. See *Payees and Payments Exempt from Backup Withholding*, on this page, and *Exempt Payees and Payments under Specific Instructions*, on page 2, if you are an exempt payee.

How to Obtain a TIN

If you do not have a TIN, you should apply for one immediately. To apply for the number obtain Form SS-5, Application for a Social Security Number Card (for individuals), or Form SS-4, Application for Employer Identification Number (for businesses and all other entities), at your local office of the Social Security Administration or the Internal Revenue Service. Complete and file the appropriate form according to its instructions.

If you do not have a TIN, write "Applied For" in the space for the TIN in Part I, sign and date the form, and give it to the payer. You will then have 60 days to obtain a TIN and furnish it to the payer. During the 60-day period, the payments you receive will not be subject to the 20% backup withholding. However, if the payer does not receive your TIN from you within 60 days, backup withholding will begin and continue until you furnish your TIN to the payer.

Note: Writing "Applied For" on the form means that you have already applied for a TIN, OR that you intend to apply for one in the near future.

As soon as you receive your TIN, complete another Form W-9, include your new TIN, sign and date the form, and give it to the payer.

Payees and Payments Exempt from Backup Withholding

The following lists payees that are exempt from backup withholding and information reporting. For interest and dividends, all listed payees are exempt. For broker transactions, payees listed in (1) through (13), and a person registered under the Investment Advisers Act of 1940 who regularly acts as a broker are exempt. Payments subject to reporting under sections 6041 and 6041A are generally exempt from backup withholding only if paid to payees described in items (1) through (6), except that a corporation that provides medical and health care services or bills and collects payments for such services is not exempt from backup withholding or information reporting. Only payees described in items (2) through (6) are exempt from backup withholding for barter exchange transactions, patronage dividends, and payments by certain fishing boat operators.

Family Tree Form

Date: _____

Completed by: _____

Grandfather
Tribe _____
Blood Degree _____

Father
Tribe _____
Blood Degree _____

Grandmother
Tribe _____
Blood Degree _____

Recipient _____
Tribe _____
Blood Degree _____

Mother
Tribe _____
Blood Degree _____

Grandfather
Tribe _____
Blood Degree _____

Grandmother
Tribe _____
Blood Degree _____

Note: Do your best to complete this family tree; leave blanks if you have to.