

ORANGE COUNTY PUBLIC SCHOOLS VERIFICATION OF RESIDENCY

I, _____, the parent/legal guardian of _____
(Parent/Guardian's Name) (Student's Name)
am seeking to enroll him/her in _____ School. I certify that I am
(School Name)
the parent/legal guardian and I understand the consequences** of falsification of this verification.

The above listed student actually lives at _____
(Street Address)

(Town) (State) (Zip Code) (Phone Number)

**Falsification of any documents or information, either written or verbal, relative to this verification procedure will result in immediate revocation of enrollment for the student and a pro-rated bill for tuition could be charged.

(Signature) (Date) (Relation to Student)

The parent/legal guardian of a new student **must present two or more of the following verifications to an administrator or designee as proof of residence in the Orange County Public Schools' attendance area.** One verification must come from Section A and one must come from Section B. The information presented must reflect the current physical address and may not be a post office box or rural route number.

In the event that a family is unable to provide any verification from Section A or B because they are residing with another household, **and have no other residence,** the parent/legal guardian should provide both 1 and 2 in Section C.

Section A

- ___ 1) Deed/Escrow papers/Mortgage agreement to a home
- ___ 2) Rental/lease agreement

Section B

- ___ 1) Tax Receipt (real estate property or personal property)
- ___ 2) Receipt for deposit/bill paid to local utility company
- ___ 3) Homeowner or renters insurance policy
- ___ 4) Recent payroll stub with address
- ___ 5) Other: _____
(Must be approved by Asst. Superintendent/Designee)

Section C (for those living with another household only)

- ___ 1) Notarized letter confirming residency
- ___ 2) Homeowner provides verification of residency
(with one from A and one from B above)

Verified By _____
(School Official)

Date _____