



RESIDENCY AND ADDRESS DOCUMENTATION FORM

Student's Legal Name: _____

Date of Birth _____ School Student Attends: _____

Parent/Guardian: _____

Previous Address: _____

New Address: _____

In accordance with state law and West Ottawa Board of Education policy, proof of residency is required for all incoming students as well as all changes of address.

By signing this document:

1. I affirm that the address provided above is the legal residence of the parent/guardian and is the residence of the student.
2. I acknowledge awareness of the Michigan General School law (R.340.358) which states that the "purpose for which a child is placed in a licensed home or in the home of relatives must be for the purpose of establishing a suitable home and not for an educational purpose."
3. I acknowledge that residency is defined as living or sleeping under the same roof with parent/guardian.

Verification of residency may be made by any two of the following: *(Check those that apply)*

- _____ Building permit
- _____ Current lease agreement
- _____ Current property tax statement
- _____ Deed
- _____ Mortgage document that shows ownership
- _____ Rent receipt or closing statement
- _____ State ID or Michigan driver's license with current address
- _____ Utility bill which verifies occupancy
- _____ Voter registration card with current address
- _____ Other (Please specify) _____

Or by the following:

- _____ Notarized statement signed by you and the resident of West Ottawa with whom you reside for the purpose of a suitable home

Signed: _____ Date: _____
(Parent/Guardian)

Signed: _____ Date: _____
(School Witness who verified residency using above checked documents)

Office use only:

Date entered into Infinite Campus _____ Entered by: _____

Please file in CA-60

Revised 7-08