



# VERIFICATION OF RESIDENCE

## Valid for Current School Year Only

This form is for families that cannot produce proof of homeownership or a lease in the parent/legal guardian's name. Under the penalty of perjury and Florida law (Statute 837.06) governing false statements made to public servants, I certify that the information included in this form is true and correct. This form must be notarized.

### TO BE COMPLETED BY PARENT/LEGAL GUARDIAN

(Please initial) I also understand that this form is valid for one (1) school year ONLY and must be renewed and resubmitted, along with appropriate proof of residency prior to the start of the next school year. (Required documents can be found on page 2 of this form.)

Please check the situation that applies to you/your child(ren):

- Sharing housing with a person that **owns** their home
- Sharing housing with a person that **rents**
- Do not have a formal lease agreement or proof of ownership
- Confirmation of continued rental/month to month lease

Name of Parent(s): \_\_\_\_\_ Telephone Number(s): \_\_\_\_\_

Name(s) of student(s) enrolling in school:

1. \_\_\_\_\_ DOB: \_\_\_\_\_ 3. \_\_\_\_\_ DOB: \_\_\_\_\_

2. \_\_\_\_\_ DOB: \_\_\_\_\_ 4. \_\_\_\_\_ DOB: \_\_\_\_\_

I hereby swear/attest that my child(ren) and I are currently residing with or in the home of \_\_\_\_\_  
(Print name of homeowner or lessee)

at \_\_\_\_\_  
(Street Address) (City, State, Zip Code)

\_\_\_\_\_  
(Parent/Legal Guardian Signature) (Date)

State of \_\_\_\_\_ County of \_\_\_\_\_

SUBSCRIBED and SWORN before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

BY \_\_\_\_\_, who ( ) is personally known to me or ( ) has produced a valid photo ID.

\_\_\_\_\_  
Signature of Notary

\_\_\_\_\_  
Name of Notary, printed



### TO BE COMPLETED BY HOMEOWNER/PROPERTY MANAGER

I \_\_\_\_\_, hereby swear/attest that the above statement is true and accurate and the above named individuals are indeed residing at the above address which I own or manage for the homeowner. A copy of the required documents (see page 2) are attached as evidence.

\_\_\_\_\_  
(Homeowner/Property Manager) (Telephone Number) (Date)

State of \_\_\_\_\_ County of \_\_\_\_\_

SUBSCRIBED and SWORN before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

BY \_\_\_\_\_, who ( ) is personally known to me or ( ) has produced a valid photo ID.

\_\_\_\_\_  
Signature of Notary

\_\_\_\_\_  
Name of Notary, printed



**IF YOU ARE LIVING WITH A PERSON WHO OWNS THEIR HOME/SHARED RESIDENCY  
(Do Not Have A Lease Or Proof Of Ownership in Parent/Guardian Name):**

Column A <u>HOMEOWNER</u> (ONE from this section + Column D below)	Column B <u>HOMEOWNER</u> (ONE from this section)	Column C <u>PARENT/GUARDIAN</u> (ONE from this section) <b>**see note about photo ID</b>
<ul style="list-style-type: none"> <li>• Current mortgage statement</li> <li>• Property Deed</li> <li>• <u>Signed</u> settlement statement (for new home purchases only; sales/builders contracts not acceptable)</li> <li>• Homesteaded property tax statement</li> </ul>	<ul style="list-style-type: none"> <li>• Current utility bill**</li> </ul> <p>Any one of the following:</p> <p>Cable Electric Gas Internet Landline Phone Water</p> <p>**For new service, an activation notice may be accepted – must show name, address, start of service date.</p>	<ul style="list-style-type: none"> <li>• Additional utility bill</li> <li>• Bank statement</li> <li>• Cell phone statement</li> <li>• Credit card statement</li> <li>• Driver’s license with enrolling address**</li> <li>• HOA statement</li> <li>• Insurance statement (any)</li> <li>• Paycheck stub</li> <li>• Property tax</li> <li>• Vehicle registration</li> </ul> <p>**if driver’s license address does not match enrolling address, you must submit photo ID plus one item above, totaling TWO from Column C.</p>
<b>Column D <u>HOMEOWNER</u></b>		
<ul style="list-style-type: none"> <li>• Signed/Notarized Verification of Residence</li> </ul>		

**IF YOU ARE LIVING WITH A PERSON WHO IS A RENTER:**

Column A <u>RENTER</u> (ONE from this section + Column D below)	Column B <u>RENTER</u> (ONE from this section)	Column C <u>PARENT/GUARDIAN</u> (ONE from this section) <b>**see note about photo ID</b>
<ul style="list-style-type: none"> <li>• Current lease which must have both tenant and landlord/property manager’s signature and contact information.</li> </ul> <p>**If your lease expires during the school year, you must either submit a new/current lease with updated expiration date or a notarized Verification of Residence signed by the landlord/property manager.</p>	<ul style="list-style-type: none"> <li>• Current utility bill**</li> </ul> <p>Any one of the following:</p> <p>Cable Electric Gas Internet Landline Phone Water</p> <p>**For new service, an activation notice may be accepted – must show name, address, start of service date. ***If utilities are included in your rent it must specify in lease and you will need an additional item from Column C</p>	<ul style="list-style-type: none"> <li>• Additional utility bill</li> <li>• Bank statement</li> <li>• Cell phone statement</li> <li>• Credit card statement</li> <li>• Driver’s license with enrolling address**</li> <li>• HOA statement</li> <li>• Insurance statement (any)</li> <li>• Paycheck stub</li> <li>• Property tax</li> <li>• Vehicle registration</li> </ul> <p>**if driver’s license address does not match enrolling address, you must submit photo ID plus one item above, totaling TWO from Column C.</p>
<b>Column D <u>HOMEOWNER/PROPERTY MANAGER</u></b>		
<ul style="list-style-type: none"> <li>• Signed/Notarized Verification of Residence</li> </ul>		