



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



Proof of Residency

St. Johns County School District requires detailed proof of residency provided by a parent/guardian or adult student. All documents must be current, valid, and include the residential address used for enrollment. Follow the requirements below that best describes your residency situation.

IF YOU ARE A **HOMEOWNER**:

Column A (ONE from this section)	Column B (ONE from this section)	Column C (ONE from this section) **see note about photo ID
<ul style="list-style-type: none"> • Current mortgage statement • Property Deed • <u>Signed</u> settlement statement (for new home purchases only; sales/builders contracts not acceptable) • Homesteaded property tax statement 	<ul style="list-style-type: none"> • Current utility bill** <p>Any one of the following:</p> <p style="margin-left: 40px;">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"> • Additional utility bill • Bank statement • Cell phone statement • Credit card statement • Driver's license with enrolling address** • HOA statement • Insurance statement (any) • Paycheck stub • Property tax • Vehicle registration <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>

IF YOU ARE A **RENTER**:

Column A (ONE from this section)	Column B (ONE from this section)	Column C (ONE from this section) **see note about photo ID
<ul style="list-style-type: none"> • Current lease <u>with the names of everyone living in the household listed on the lease.</u> <p>*Lease must have both tenant and landlord/property manager's signature and contact information.</p> <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. Items from Columns B & C must also be submitted for renewals.</p>	<ul style="list-style-type: none"> • Current utility bill** <p>Any one of the following:</p> <p style="margin-left: 40px;">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> <p>***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"> • Additional utility bill • Bank statement • Cell phone statement • Credit card statement • Driver's license with enrolling address** • HOA statement • Insurance statement (any) • Paycheck stub • Property tax • Vehicle registration <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>

**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) **see note about photo ID
<ul style="list-style-type: none"> • Current mortgage statement • Property Deed • <u>Signed</u> settlement statement (for new home purchases only; sales/builders contracts not acceptable) • Homesteaded property tax statement 	<ul style="list-style-type: none"> • Current utility bill** <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"> • Additional utility bill • Bank statement • Cell phone statement • Credit card statement • Driver’s license with enrolling address** • HOA statement • Insurance statement (any) • Paycheck stub • Property tax • Vehicle registration <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>
Column D <u>HOMEOWNER</u>		
<ul style="list-style-type: none"> • Signed/Notarized Verification of Residence 		

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) **see note about photo ID
<ul style="list-style-type: none"> • Current lease <u>with the names of everyone living in the household listed on the lease.</u> <p>*Lease must have both tenant and landlord/property manager’s signature and contact information.</p> <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"> • Current utility bill** <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> <p>***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"> • Additional utility bill • Bank statement • Cell phone statement • Credit card statement • Driver’s license with enrolling address** • HOA statement • Insurance statement (any) • Paycheck stub • Property tax • Vehicle registration <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>
Column D <u>HOMEOWNER/PROPERTY MANAGER</u>		
<ul style="list-style-type: none"> • Signed/Notarized Verification of Residence 		