

INITIAL AFFIDAVIT OF RESIDENCY

UNDER PENALTY OF LAW, I CERTIFY THAT THE INFORMATION GIVEN ON THIS FORM IS TRUE AND CORRECT

The information below is subject to verification through investigation, including a home visit by a designated Houston County School District (HCSD) employee. O.C.G.A 16-10-20 states that, "a person who knowingly and willfully falsifies, conceals, or covers up by any trick, scheme, or device a material fact; makes a false, fictitious, or fraudulent statement or misrepresentation; or makes or uses any false writing or document, knowing the same to contain any false, fictitious, or fraudulent statement or entry...shall, upon conviction thereof, be punished by a fine of not more than \$1,000.00 or by imprisonment for not less than one nor more than five years, or both." *See back page for full law NOTE: Original, notarized document must be presented. Email and copies are not acceptable.

Part A: Affidavit of Parent/Guardian:

Guardian Name: _____ Phone number: _____

Former Address: _____

Current Address: _____

I hereby declare that my children and I sleep at this residence every day, that our personal belongings are kept there and that I will receive mail at this address within 30 days. I further declare that I do not reside at any other residence. Also, I understand that if the homeowner has a lease/rental agreement, my students and I must be added to the lease as occupants OR provide a letter (notarized or on company letterhead) from the landlord that states that all occupants are permitted to live there. (Initials) _____

Student(s) Name and School(s) Attending

1) _____ / _____

4) _____ / _____

2) _____ / _____

5) _____ / _____

3) _____ / _____

6) _____ / _____

Parent/Guardian should provide each of the following:

1. Government issued photo identification.
2. Disconnect notice for utility/final utility bill **or** termination of lease from your previous address (if moved within the state of Georgia)
3. **Within 30 calendar days**, the parent must provide parent proof of residence at the current address listed above, or the student will be withdrawn from school. All parent proof of residence must be current or dated within the last thirty (30) days.
 - **Examples of Acceptable parent proof of residence:** 1. utility bill in your name (current month), 2. official government mail, 3. current renter's insurance, or 4. an official confirmation of change of address from the Post Office (initial AOR), 5. Current automobile insurance bill/car registration. (Phone Bill, Chime, Cash App, Zelle, other money transfers or generic mail will not be accepted)

Before the undersigned officer, and being first duly sworn, I depose and state that:

1. I am the parent/court appointed legal guardian of each child listed above.
2. Each child listed above resides **with me** full time at the current address listed above.
3. I understand that I must notify Houston County Schools within 10 days if I change residence.
4. I understand that a student enrolled in Houston County Schools under falsified information is illegally enrolled and will be immediately withdrawn from school. I also understand that I have 30 days to provide my proof of residence for this address.
5. I understand that representatives of Houston County Schools may visit my home to verify residency of the people listed above once the student(s) have been enrolled in school.
6. I have read the statement above regarding penalties of law.
7. This Affidavit of Residency expires on the last day of the school year in which it was completed and must be renewed each subsequent school year at the Central Registration Office.
8. **I understand that if I renew my Affidavit then I will need to provide two parent proofs from the list above at the time of renewal.**

I have read and fully understand all the information and requirements outlined in the Affidavit of Residency document. (Initials) _____

I SOLEMNLY AFFIRM UNDER THE PENALTIES LISTED ABOVE THAT THE CONTENT OF THIS AFFIDAVIT ARE TRUE TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF.

Parent /Guardian Name Date

Signature of Notary Public & Seal

Parent /Guardian Signature Date

Sworn to & subscribed before me this _____ day of _____.

INITIAL AFFIDAVIT OF RESIDENCY

Part B: Certification of Residence Owner/Lessor:

Full Name owner/Renter: _____ **Phone Number:** _____

Current Address: _____

Residence owner/lessor should provide each of the following:

1. Government issued photo identification
2. Current mortgage in the homeowner's name or Rental Agreement in the tenant's name, which shows the residence property address: If the homeowner has a lease/rental agreement, the parent/guardian and student(s) must be added as occupants on the lease **or** have a letter from the landlord on official letterhead (or notarized) stating that **all** occupants are permitted to live there.
3. Current month utility bill (electric, water, internet, cable with service address showing) **OR** one other acceptable document below.

Before the undersigned officer, and being first duly sworn, I depose and state that:

1. I am the legal owner, landlord or renter of the property listed above.
2. The people listed above in this document reside with me full-time or have my consent to live full time at the address above.
3. I understand that I must immediately notify Houston County Schools if any person listed in this document should change residence.
4. I understand that representatives of Houston County Schools may visit my home to verify residency of the people listed above once they have been enrolled in school.
5. I understand that a student enrolled in Houston County Schools under falsified information is illegally enrolled and will be immediately withdrawn from school.
6. I have read the statement regarding penalties of law.

I have read and fully understand all the information and requirements outlined in the Affidavit of Residency document. **(Initials)** _____

I SOLEMNLY AFFIRM UNDER THE PENALTIES LISTED ABOVE THAT THE CONTENT OF THIS AFFIDAVIT ARE TRUE TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF.

Owner/Lessor Name Date

Signature of Notary Public & Seal

Owner/Lessor Signature Date

Sworn to & subscribed before me this _____ day of _____.

Other Acceptable Documents for Homeowner:

- Home mortgage payment book or temporary payment coupon
- Closing documents (if just purchased within 60 days)
- Utility bill (electric, water, Direct TV, gas or cable bill with service address showing)
- Receipt to have utilities connected which include the service address (current within 30 days or for future date)
- Property tax statement (current year)

* If I falsify information or defraud the school system on this affidavit, I will be obligated to pay for the costs incurred by the local school system for the period during which the ineligible student is enrolled, and shall remunerate the local school system as set forth in O.C.G.A. § 20-2-133 (a). If the costs incurred by the local school system are collected by an attorney, I will be obligated to pay for all expenses and attorney's fees incurred by the Board of Education in the collection of same. I may be prosecuted, held criminally liable, and imprisoned for not less than one nor more than 10 years if I am found guilty of forgery in the first degree, pursuant to O.C.G.A. § 16-9-1. I may be prosecuted, held criminally liable, and imprisoned for not less than one nor more than 5 years, if I am found guilty of forgery in the second degree, pursuant to O.C.G.A. § 16-9-2. I may be prosecuted, held criminally liable, and punished by a fine of not more than \$1,000 or by imprisonment for not less than one nor more than 5 years, or both, if I am found guilty of making false statements pursuant to O.C.G.A. § 16-10-20. I may be prosecuted, held criminally liable, and punished by a fine of not more than \$1,000 or by imprisonment for not less than one nor more than 5 years, or both, if I am found guilty of making false statements pursuant to O.C.G.A. § 16-10-71.

For Office Use Only

IC Flag: __ Survey: __ Uploaded: __ Home Visit: __ 1st POR _____ 2nd POR _____ PP: Yes / No _____ MV: _____