

INITIAL AFFIDAVIT OF RESIDENCY

UNDER PENALTY OF LAW, I CERTIFY THAT THE INFORMATION GIVEN BELOW 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. 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.

Former Address: _____

Current Address: _____

I hereby declare that my children and I sleep and eat at this residence every day, that our personal belongings are kept there and that I will be receiving mail at this address within 30 days. I further declare that I have no immediate plans to reside at any other address and that I have no deed or lease agreement for ANY other property in Georgia at this time. (Initials)_____

Student(s) Name and School(s) Attending

1) _____ / _____

4) _____ / _____

2) _____ / _____

5) _____ / _____

3) _____ / _____

6) _____ / _____

Affidavit of Parent/Guardian

1. That I am the parent/court appointed legal guardian of each child listed above.
2. That each child listed above resides **with me** full time at the current address listed above.
3. That I understand that I must notify Houston County Schools within 10 days if I change residence. _____ (initial)
4. That 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a student enrolled in Houston County Schools under falsified information is illegally enrolled and will be immediately withdrawn from school.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 _____ (initial)
5. I understand that representatives of Houston County Schools may visit my home to verify residency of the persons listed above once they have been enrolled in school.
6. I have read the statement above regarding penalties of law. _____ (initial)

Parent /Guardian Name

Signature of Notary Public & Seal

Parent /Guardian Signature

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

Certification of Residence Owner/Lessor: (You must provide a copy of your lease/current mortgage AND current utility along with this form)

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 _____ (initial)
4. I understand that representatives of Houston County Schools may visit my home to verify residency of the persons 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 above regarding penalties of law. _____ (initial)

Owner/Lessor Name

Signature of Notary Public & Seal

Owner/Lessor Signature

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

For Office Use Only

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

* 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.

PROOF OF RESIDENCY

The person with whom the student(s) lives must provide proof of residency, dated within the last thirty (30) days **and** the parent has 30 days upon moving into the home to provide mail received at the homeowner's address. Please note that a P.O. Box is not acceptable as a residence address. **Please carefully read the scenarios listed below and provide the documentation that applies to your living situation. Additional acceptable documents are listed below.**

Possible Living Situation #1

If you are living at a property with the owner or renter with no bills in your name and you have moved here from another state, you will need to provide:

1. Photo identification for both parent and homeowner/renter.
2. A current mortgage statement in the owner's name or Rental Agreement in the tenant's name, which shows residence property address; **If the homeowner has a lease/rental agreement, the parent and students must have a letter from the landlord on official letterhead (or notarized) stating they are permitted to live there OR be added to the lease as occupants.**
3. Utility bill for the homeowner/renter (current within 30 days) or another supporting document (listed below) **AND**
4. Within 30 calendar days, the parent must provide proof of residence at the above address, or the students will be withdrawn. Examples of acceptable residence verification are as follows: utility bill in your name (current month), mail from official government agency, Renters Insurance, Houston County Voter Registration or official Confirmation of Change of Address from the Post Office. Please understand that a cell phone bill or other generic mail is not acceptable.

Possible Living Situation #2

If you are living at a property with the owner or renter and you have moved here from within the State of Georgia, you will need to provide:

1. Photo identification for both parent and homeowner/renter.
2. A current mortgage statement in the owner's name or Rental Agreement in the tenant's name, which shows residence property address; **If the homeowner has a lease/rental agreement, the parent and students must have a letter from the landlord on official letterhead (or notarized) stating they are permitted to live there OR be added to the lease as occupants.**
3. Utility bill for the homeowner/renter (current within 30 days) or another supporting document (listed below)
4. Parent **must** provide a disconnect notice or termination of lease from the previous address; **AND**
5. Within 30 calendar days, the parent must provide proof of residence at the above address, or the students will be withdrawn. Examples of acceptable residence verification are as follows: utility bill in your name (current month), mail from official government agency, Renters Insurance, Houston County Voter Registration or official Confirmation of Change of Address from the Post Office. Please understand that a cell phone bill or other generic mail is not acceptable.

LIST OF OTHER ACCEPTABLE DOCUMENTS

- Home mortgage payment book, temporary payment coupon or 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 (current within 30 days or for future date)
- Property tax statement (current year)
- Automobile registration (current year)
- Car/House insurance bill
- Official mail from any government agency