

HAVERHILL PUBLIC SCHOOLS
Certification of Address

In order to be certain of the correct names and addresses of students and parents or guardians, it is necessary for each person with legal custody of a student attending Haverhill Public Schools to certify names and addresses. This information will be used to assure that only Haverhill residents are attending Haverhill Public Schools.

Please complete the following statement and bring it along with proof of residency to the school. If you reside in a rental property, the landlord's signature **must** be notarized on the certification of address form. Acceptable forms for proof of residency are a copy of your purchase and sales agreement, most current Haverhill real estate tax bill, or a rental agreement signed by the homeowner/landlord. In addition to providing one of these forms, a current, unpaid utility bill (gas, electric, landline phone, etc.), must also be given as proof of residency.

Please be advised that according to Massachusetts General Laws Chapter 76, Section 5, the Haverhill Public Schools is not required to enroll a student who does not actually reside in the City of Haverhill. Any person who violates or assists in the violation of this provision may be required to make full restitution to the Haverhill Public Schools for the cost of tuition.

1. Name of student (one only): _____

2. Address where student lives: _____
Sleeps the majority of nights, eats morning and evening meals, where clothes are kept

3. Name of person with legal custody: _____
/ _____
PRINTED SIGNATURE
**** Signed Under Penalties of Perjury****

4. Address of where this person lives: _____

5. Notarized Signature and phone number of Building Management or landlord of property where student lives: _____ Phone # _____	
Building Mgt/Landlord Signature *** Signed Under Penalties of Perjury***	
Signature Witness	
Commonwealth of Massachusetts County _____	
On this _____ day of _____, 20____, before me, the undersigned notary public, personally appeared _____ (or _____ and _____), to me known (or proven through satisfactory evidence of identification, which was/were _____) to be the person(s) whose name is signed on this, the preceding, or attached document in my presence.	
SEAL	_____ NOTARY PUBLIC

I understand it is my obligation to inform the school administrator of the school my child attends should any of the above information change.
I understand that Haverhill Public Schools has a restricted residency policy, and if the above stated residence should come under question, the policy requires that additional proof be supplied.