



Haverhill Public Schools

Office of the Superintendent

September 2016

Dear Parents/Guardians:

According to the newly revised Haverhill School Committee Policy, **every** student attending the Haverhill Public Schools needs to provide proof of residency for the upcoming school year (and each year after.) It is necessary for each person with legal custody of a student attending Haverhill Public Schools to certify names, addresses, and to prove their residency.

Please complete the enclosed paperwork and bring it along with the proof of residency form to the school your child is attending in September. If you reside in a rental property, the landlord's signature **must** be notarized on the Certification of Address form enclosed. Two proofs of residency will be necessary. Accepted proofs are:

One of these:

1. Signed Purchase and Sales Agreement of home/current Mortgage statement
2. Signed lease agreement for rental property with recent rental payment
3. Current real estate tax bill
4. Section 8 Agreement

One of these showing a Haverhill Address:

1. Gas, Oil, Electric or Cable Bill dated within the past 60 days
2. Home Telephone Bill (not cell phone) within the past 60 days

Please contact the appropriate school for the days and times to drop off the documents prior to the start of school.

Sincerely,

James F. Scully
Superintendent of Schools