

# VERIFICATION OF RESIDENCY FORM

**READ CAREFULLY:** Knowingly falsifying this document is a violation of ORC 2921.13(A)(3) and/or (6) which is a FIRST DEGREE MISDEMEANOR punishable by a prison term of six (6) months and/or a fine up to \$1,000.

**NOTE:** It is unlawful to misrepresent or otherwise falsify residence in order to obtain a child's tuition-free admission to the Springfield City School District. Persons who knowingly falsify this information are subject to payment of tuition (per student/per day). Those who falsify residency so a student can be enrolled at another location without an approved Voluntary Transfer form will cause the student to be immediately returned to their home.

## PART 1: To be completed by Parent / Guardian

Student's Legal Name \_\_\_\_\_  
(Last) (First) (Middle)

Birthdate \_\_\_\_\_ Grade \_\_\_\_\_

Student's Legal Name \_\_\_\_\_  
(Last) (First) (Middle)

Birthdate \_\_\_\_\_ Grade \_\_\_\_\_

Student's Legal Name \_\_\_\_\_  
(Last) (First) (Middle)

Birthdate \_\_\_\_\_ Grade \_\_\_\_\_

Parent / Guardian Name \_\_\_\_\_  
(Last) (First) (Middle)

### FORMER ADDRESS:

\_\_\_\_\_  
(Street)

\_\_\_\_\_  
(City/State/Zip Code)

\_\_\_\_\_  
(Former School of Residence)

### NEW ADDRESS:

\_\_\_\_\_  
(Street)

\_\_\_\_\_  
(City/State/Zip Code)

\_\_\_\_\_  
(New School of Residence)

I am aware that the Springfield City School District may use any legal means necessary to verify my residence at the address above and acknowledge that if any of the above statements are false, I am liable for any penalties the law may provide. Further, if any of this information is false or should my address change, I understand my child(ren) may no longer be eligible to attend school in the building indicated above. I agree to notify the school immediately if my residence changes. I further acknowledge this certification is valid only for the current school year.

Parent/Guardian Signature \_\_\_\_\_ Relationship \_\_\_\_\_ Phone Number \_\_\_\_\_ Date \_\_\_\_\_

## PART II: To be completed by Lessee/Property Owner — Only signatures in PART II need to be notarized. —

A. Required Documentation: The Lessee/Property owner must submit the following documentation:

- Proof of Residence: (one of the following dated within 60 days): **Utility Bill** (electric, gas, water, trash, cable) **OR Lease Agreement/Mortgage Statement**
- Proof of Identity: **Driver's License OR Government-issued Photo ID**

B. Affidavit to be completed before a notary public:

I, \_\_\_\_\_, being duly cautioned and sworn, states as follows:

- I am the owner or renter of the residence at \_\_\_\_\_, located in the Springfield City School District.
- The following individual(s) is/are living at my above-stated residence and have lived there since \_\_\_\_\_.

Parent/Guardian \_\_\_\_\_

Student \_\_\_\_\_ Student \_\_\_\_\_

Student \_\_\_\_\_ Student \_\_\_\_\_

- I understand that falsifying this document is a violation of ORC 2921.13(A)(3) and/or (6) which is a FIRST DEGREE MISDEMEANOR punishable by a maximum prison term of six (6) months and/or a fine up to \$1,000. I further understand that if any statement above is false, I may be held personally liable for any and all tuition obligations for fraudulent attendance.

**STATE OF OH**  
**COUNTY OF CLARK**

)  
) **SS:**  
)

\_\_\_\_\_  
Lessee/Property Owner Signature

Sworn to before me and signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

The notarial act certified hereby is a jurat. An oath or affirmation was administered to the signer with regard to the notarial act certified to hereby.

(SEAL)

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
My commission expires