

**VERIFICATION OF RESIDENCE AFFIDAVIT  
To Be Completed and Submitted by the Parent / Legal Guardian**

**MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC**

There is a notary public at each school, including the Central Administration office. *When a notary public officially signs and places a seal or stamp on a document, the notary public attests to the veracity of the signature(s) on it and its status as an official, legal document. Notarizing a document creates a legally binding situation for its signatories. Typically, banks, courthouses and town halls also have a notary public readily available.*

**Enrollment is subject to the satisfactory completion and submission of all required registration forms and documents. See next page for a list of accepted, Proof of Residency documents.**

I, \_\_\_\_\_, the parent(s)-legal guardian(s) of:

\_\_\_\_\_  
**(insert name(s) and date of birth of child-children)**

do hereby affirm that I am residing at the following physical address [mailing address may be different from physical address]:

\_\_\_\_\_  
**(insert physical address and contact number of primary leaseholder if leased or rented residence)**

I understand that the Killingly Board of Education has the right to conduct an Attendance Investigation to verify my residence including a visit to the home of the primary leaseholder. I also understand that registration and enrollment in school is based on eligibility determined by several factors including but not limited to my / my children's physical address-residence location. In the event that my residency or my child's residency changes, I agree to notify my child's school administration and present new proof of residency – physical address location. I also understand that in the event the State Board of Education rules that my child was not a resident of the district and not entitled to school accommodations I may be assessed tuition costs [CGS 10-186]. I certify that the information provided in this affidavit is the truth under penalty of perjury.

**WAIT - PLEASE SIGN IN THE PRESENCE OF A NOTARY PUBLIC**

Parent-Legal Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**BELOW FOR NOTARY USE ONLY**

STATE OF CONNECTICUT

SS: \_\_\_\_\_

COUNTY OF: \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, Year \_\_\_\_\_

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

My Commission Expires: \_\_\_\_\_

[ affix seal – required ]

cc: School Administrator  
Student Academic Permanent File  
Other as Necessary \_\_\_\_\_

# **KILLINGLY PUBLIC SCHOOLS**

## **Documents Accepted for Proof of Residency**

Any parent or legal guardian requesting registration-enrollment at a school in the Town of Killingly must provide two (2) original supportive documents from the following list to establish that the parent, or legal guardian, child/children in question, are in fact fulltime legal residents within the geographical boundaries of the Town of Killingly.

The VERIFICATION OF RESIDENCE AFFIDAVIT is NOT considered a required supportive document.

### **NOTE:**

Documents must be computer generated/ typed and be dated within the last thirty (30) days.

No copies will be accepted.

All documents must include the names(s) and physical address location of the parent/legal guardian.

Documents bearing only a post office box number address are unacceptable.

### **Documents Accepted for Proof of Residency**

- Computer generated bill from a bank or mortgage company, utility company, credit card company or doctor or hospital
- Bank statement or bank transaction receipt showing the bank's name and mailing address
- Pre-printed pay stub showing your employer's name and address
- W-2 form property or excise tax bill, or social security administration or other pension or retirement annual benefit summary statement dated within the last thirty (30) days
- Medicaid or Medicare benefit statement
- Current valid homeowner's, renter's, or motor vehicle insurance policy dated within the last thirty (30) days
- Current motor vehicle loan statement for a motor vehicle registered in your name
- Residential mortgage or similar loan contract, lease or rental contract showing signatures from all parties needed to execute the agreement and dated within the last thirty (30) days
- A water bill detailing the current residence address and dated within the last thirty (30) days
- First class mail (USPS, UPS, FED-EX etc.)
- Town of Killingly/State of Connecticut voter registration card
- Change of address confirmation from the United States Postal Service showing your prior and current residence address (form CNL-107)
- Survey of your Killingly, CT property issued by a licensed surveyor
- Connecticut pistol-handgun permit
- Parent or legal guardian of child may provide any two (2) of the above documents addressed to the parent residing at the same address to prove minor residency.