

## Proof of Residency

For enrollment purposes, and to ensure that you receive all district mailings, we need a bill for monthly services that are received at the home address. The bill must indicate the parent name, address, and a current date (within the last three months) and may be in one of the following forms:

- Current utility bill – Xcel (page showing service address), United Power, city water, heating or electricity showing a “Service” address
- Current signed lease (must include date, address, landlord and renter signatures)
- **Home** phone bill – Century Link, AT&T, etc.
- **Home** cable bill – Comcast, Dish Network
- **Home** internet bill – Comcast, Century Link, etc.
- Warranty deed or purchase contract if home was recently purchased (must include seller, buyer and address) Provisional enrollment until one of the above forms of POR is provided.
- In doubled-up situations, please submit a letter from the person your family is living with along with one of the above listed forms of acceptable proof of address for the person your family is living with.

Unacceptable forms of proof of residency include:

- Wireless phone bills
- Mortgage statements
- Property tax statements
- Bank statements
- Shipping labels, mailing envelopes
- USPS Confirmation Letters

Please submit the proof of address in one of the following ways:

- scan and e-mail it to the Enrollment Helpdesk ([enrollment.helpdesk@bvsd.org](mailto:enrollment.helpdesk@bvsd.org))
- fax it to the Student Enrollment Center at 720-561-5538
- send it through US mail to 6500 Arapahoe Road, Boulder, CO 80303
- bring it to the Student Enrollment Center during office hours
- return it directly to the school of attendance

As soon as the documentation is received, we update your household address or complete your child’s enrollment. Please contact us with any questions.

Student Enrollment Center  
Enrollment.helpdesk@bvsd.org  
720-561-5247