

FORM #2 (a): AFFIDAVIT FORM FOR PROPERTY OWNER/RENTER

Student Name(s)/ID#	Address
Owner/Renter Name	Relationship

The person attempting to register the above-named student in Leyden High School District 212 has indicated that he/she and the student reside with you on a fixed, regular, nighttime basis. In order to establish the student’s residency for attendance in our schools, you must complete this form **each year that the family is residing with you** and return it to the District. **Completing this form does not establish residency. The District may investigate residency status, including through a home visit and additional documentation, before allowing enrollment. Enrollment is not complete until residency is confirmed, and registration is submitted.**

The District requires that you notify the Assistant Principal’s office if the above-named student moves from your residence at any time, or if the facts you provide in this affidavit change. You may do so by contacting Ms. Mayra Carrera at East Leyden (847-451-2067), or Mr. James Powers at West Leyden (847-451-3121).

Step 1: Proof of Identity

You must provide photo identification to prove your identity (e.g., a Driver’s license/State ID). If you do not have such documentation, contact the registration staff to discuss other forms of identification that may be acceptable.

Step 2: Residency Verification

Check the box that best describes your living situation:

- Own home

- Rent home

- Other (describe): _____

You must provide documentation showing you reside on a regular, fixed, nighttime basis at the address provided. *All documents must be current (within the last 30 days) and show your name and address.* Check the boxes for the documentation you are providing and include the documentation with this completed form. To guard your security, please block out account and social security numbers on the documents before you present them.

Category A – Provide one (1)	Category B – Provide two (2) Current (within the last 30 days)												
<input type="checkbox"/> Real estate tax bill <input type="checkbox"/> Current Signed lease End Date: _____ <input type="checkbox"/> Mortgage/title/deed document or payment <input type="checkbox"/> Landlord Verification Form (Notarized)	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"><input type="checkbox"/> Gas bill</td> <td style="width: 50%; border: none;"><input type="checkbox"/> Public aid card</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Electric bill</td> <td style="border: none;"><input type="checkbox"/> Medicaid card</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Water/sewer bill</td> <td style="border: none;"><input type="checkbox"/> Food stamp card</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Phone bill</td> <td style="border: none;"><input type="checkbox"/> Pay check stub</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Cable bill</td> <td style="border: none;"><input type="checkbox"/> City sticker receipt</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Vehicle registration</td> <td style="border: none;"></td> </tr> </table>	<input type="checkbox"/> Gas bill	<input type="checkbox"/> Public aid card	<input type="checkbox"/> Electric bill	<input type="checkbox"/> Medicaid card	<input type="checkbox"/> Water/sewer bill	<input type="checkbox"/> Food stamp card	<input type="checkbox"/> Phone bill	<input type="checkbox"/> Pay check stub	<input type="checkbox"/> Cable bill	<input type="checkbox"/> City sticker receipt	<input type="checkbox"/> Vehicle registration	
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Step 3: Residency Questions

When did the above-named student move into your home? _____

Why did the above-named student and his or her parent/guardian move into your home? _____

Does the above-named student or his family pay or contribute to rent or utility bills at your home? _____

If so, describe: _____

Does the above-named student and/or his or her parents or guardians stay at your home every night? _____

If not, explain: _____

Does the above-named student and/or his or her parent regularly/repeatedly spend time at any home other than yours? _____

If so, explain _____

Note: Based on your answers to this form, you may be required to complete an additional affidavit.

MUST BE COMPLETED IN THE PRESENCE OF A DISTRICT EMPLOYEE

Step 4: Affirmation and Warning

Please read the following statements, **initial each**, and sign below.

_____ I affirm that the information presented in this verification form, and that is or will be presented in connection with any investigation of my residency or the residency and custody of the student, is true, complete and accurate.

_____ I understand that knowingly or willfully providing false information to a School District regarding the residency of a child for the purpose of enabling that child to attend any school in that District without the payment of nonresident tuition is a Class C misdemeanor.

_____ I understand that knowingly enrolling or attempting to enroll a child in the school of a School District on a tuition-free basis when I know the child to be a nonresident of the School District, unless the nonresident child has a lawful right to attend, is a Class C misdemeanor and I will be liable for payment of tuition, fees, and all other applicable fines.

_____ / ____ / ____
Adult (Print Name) **Date**

Adult (Signature)

State of _____
County of _____

Signed and attested before me on _____ (date) by _____ (name/s of person/s).

(Signature of Notary Public)

(Seal)

Processed by: _____

Comment: _____