

AFFIDAVIT OF RESIDENCE

Instructions: This Affidavit is a 2-page document and must be completed by both the Property Owner and the Parent/Guardian.

PROPERTY OWNER AFFIDAVIT

Any applicant for Union County Public Schools who cannot produce proper Proofs of Domicile, as stated in Union County Board Policy 4-19, must ask the owner or lessee of the property where the applicant resides to complete and sign this legal affidavit AND the owner or lessee must provide:

1. Property Owner Identification

- Government-issued photo identification (Driver's License/ID, Passport)

ONE (1) of the following with current address:

- Mortgage statement dated within the past 30 days
- Current year Property Tax bill
- Rental Agreements must be current and signed by all parties
- Purchase Agreement, final real estate contract, builder agreement, closing statement, or deed as-is, **provided it is signed and includes a valid future closing or possession date**

AND one (1) of the following – **acceptable ONLY if dated within the past 30 days:**

- Utility bill (electric, water, or gas) with current address; **OR** Payroll statement with current address; **OR** Bank statement with current address; **OR** Property insurance policy with current address; **OR** Automobile registration with current address



I, (name of Property Owner), _____, hereby attest that:

- I am the owner/lessee of the property at _____ located in Union County, North Carolina, and have provided proof of domicile as required above.
- The family (list all names of family members) residing in my home are: _____
- Effective date of residency: _____

➔ **Signature of Property Owner/Residence Provider:** _____ **Date:** _____

Notary Statement:

State of North Carolina

County of: _____

I, _____ a Notary Public for said County and State, do hereby certify that _____ personally appeared before me and acknowledged the due execution of the foregoing instrument.

Witnessed my hand and seal this _____ day of _____, _____

Notary Seal

Signature of Notary _____ My Commission Expires _____

UPDATED 8/20/2026

In compliance with federal law, UCPS administers all educational programs, employment activities and admissions without discrimination against any person on the basis of gender, race, color, religion, national origin, age or disability.

PARENT/GUARDIAN AFFIDAVIT

Is this a temporary living arrangement due to loss of housing, economic hardship or similar reason? ☐ Yes ☐ No (If YES, your data manager will notify the school's social worker, and they may contact you for additional information.)

Parent Guardian must Initial each statement below:

_____ I verify that the information contained on this form, and documentation I have provided in support, is true and accurate.

_____ I understand that this Affidavit must be renewed and signed before a notary annually.

_____ I understand that I must provide Proof of Domicile at the above address within 30 days of enrollment.

_____ I verify that the student is not currently under a term of suspension or expulsion from a school for conduct that could have led to a suspension or expulsion from the local administrative unit.

I attest that the information contained in this document is true and accurate and I understand that if school officials determine that I have misrepresented any material information in this form, this school assignment will be revoked, and my child will be immediately assigned to his/her correct school.

➡ **Signature of the Parent/Guardian:** _____ **Date** _____

Notary Statement:

State of North Carolina

County of: _____

I, _____ a Notary Public for said County and State, do hereby certify that _____ personally appeared before me and acknowledged the due execution of the foregoing instrument.

Witnessed my hand and seal this _____ day of _____, _____

Notary Seal

Signature of Notary _____ My Commission Expires _____

UPDATED 8/20/2026