TAMALPAIS UNION HIGH
SCHOOL DISTRICT

Tamalpais Union High School District Residency Requirements

Dear Parents/Guardians of Incoming Students:

Welcome to the Tamalpais Union High School District. In order to process your student's enrollment registration, the district requires proof of residency at the time of enrollment, even if an older sibling residing at the same address currently attends school in the district.

California Government Code (sections 243 and 244) defines residency as the location where a person lives/sleeps/domiciles. **There can only be one primary residence.**

You will need to submit **THREE DIFFERENT TYPES OF RESIDENCY PROOF FOR THE PRIMARY RESIDENCE** from the list below and you must complete the **affidavit of parent residence**. **Registration is not complete and your child will not be enrolled until all of the required documentation is accepted and confirmed by the school site.**

PROOFS OF RESIDENCY
(All must be in the name of the parent/guardian/caregiver and *must be no more than 2 months old*)

- **A utility (PG&E) bill,** including the pages showing the service address of your residence and guardian's name.
- **A telephone bill**, including pages showing the *street address* for the number indicated on your registration form. This means whether it's a cell or landline bill, it must reflect your physical address (not a PO Box or mailing address) to qualify as proof of residency.
- **A current, dated lease agreement**. Lease must show the address with lessor-lessee-realtor names and signatures. *Lease extensions, handwritten leases, and grant deeds are NOT ACCEPTABLE.*
- **Income tax return.** The first page of your **most recent** income tax return (figures may be blocked out) on which appears your home address.
- A copy of your California **driver's license** showing your *current* residence address.
- A copy of a current **water and/or garbage bill** with street address and guardian name.
- A copy of a current **cable or internet provider bill** with street address and guardian name.
- A current employer **pay stub** or proof of **voter registration**.

ATTENTION PARENTS WHO USE P.O. BOXES FOR MAIL DELIVERY - California State Law and Board Policy reflect that your **name** and ***actual street address must appear*** on any documentation submitted for the purposes of residency proof. Therefore, we suggest you provide a copy of your entire PG&E and water, cable or garbage bills. Even though these bills are mailed to your P.O. Box, they reflect the residence served.

TAMALPAIS UNION HIGH
SCHOOL DISTRICT

Dear Parent/Guardian:

District policy requires valid proof of residence for all students. In order to comply with residency requirements, parents must provide the required proofs of residence **and** complete the affidavit, below. Please read the following information carefully before signing and completing the affidavit.
Sincerely,

Courtney Goode, Ed.D.
Superintendent

AFFIDAVIT OF PARENT RESIDENCE

All sections must be completed and signatures approved by the TUHSD school site principal. **DO NOT SIGN THIS FORM IF ANY OF THE STATEMENTS ARE INCORRECT.** Evidence that false information was provided will result in immediate withdrawal of the child from school.

TO BE COMPLETED BY PARENT(S)/GUARDIAN(S):

School: _____ Student: _____ Grade: _____

School: _____ Student: _____ Grade: _____

Parent(s)/Guardian(s): _____

Address: _____

City: _____ Phone: _____

The address listed above is my primary, legal residence. I agree to notify the Tamalpais Union High School District if there is any change in the status of my residency. I understand that home visitation and/or residency verification is part of the periodic process to verify residency.

I swear (or certify) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

_____/_____ _____
Signature of Parent(s)/Guardian(s) Date

_____
Signed at (City/State)

Parents: Initials are required after each statement

The Tamalpais Union High School District will actively investigate all cases where it has reason to believe false information has provided on an affidavit, including the use of private investigators to verify residency status (verification may include home visits)._____ (Initial)

The district may refer cases in which false information has been intentionally provided to the Marin County district attorney for further action and/or file civil action to recover damages incurred as a result of providing false information. _____ (Initial)

Persons providing false information on an affidavit are subject to criminal prosecution for perjury which is punishable by a fine and/or a prison term of up to four years in state prison. (Fam. Code Sec. 6552; Pen. Code Sec. 118 & 126) _____ (Initial)

Persons providing false information on an affidavit also are civilly liable for fraud, negligent misrepresentation, and negligence. Parties found civilly liable may be required to pay all damages caused to the district as a result of providing false information, as well as punitive damages. (Civ. Code Sec. 1709) _____ (Initial)

Persons who induce, obtain, or otherwise solicit another person to provide false information on an affidavit are subject to the same criminal prosecution, fines, and imprisonment as the person directly committing perjury. (Pen. Code Sec. 127) _____ (Initial)

Investigations that reveal students have enrolled on the basis of providing false information will lead to immediate withdrawal from the district. _____ (Initial)

_____ _____
Signature of Parent/Guardian Date Signature of Parent/Guardian Date

_____ _____
Print Name Print Name

TUHSD Office Use Only:
SUBSCRIBED AND SWORN TO BEFORE ME ON THIS DATE:

_____ _____
Administrator or Designee Date