**Sacramento City Unified School District**

**ADDRESS AFFIDAVIT**

***For students in a Primary/Permanent residence who do not have the standard address verification***

**SECTION 1: Parent/Guardian or Adult student - Complete A, B, & C and submit with required Documentation.**

1. I, (print full name) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Birth \_\_\_\_\_\_\_\_\_\_\_\_\_\_

am the: check one) [ ]  Parent/Legal Guardian [ ]  \*Non-legal guardian [ ]  Student seeking enrollment

 *\* Non-legal guardians must submit a ‘Caregiver's Authorization Affidavit’ with this document. Ask District staff for information.*

 **Parent/Guardian/Caregiver:** List all the children you are enrolling and list all of your other school-age children,

 even if they attend another school district. PLEASE PRINT

 First \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Last \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Birthdate \_\_\_\_-\_\_\_-\_\_\_ Current School\_\_\_\_\_\_\_\_\_\_\_\_\_

 First \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Last \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Birthdate \_\_\_\_-\_\_\_-\_\_\_ Current School\_\_\_\_\_\_\_\_\_\_\_\_\_

 First \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Last \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Birthdate \_\_\_\_-\_\_\_-\_\_\_ Current School\_\_\_\_\_\_\_\_\_\_\_\_\_

 First \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Last \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Birthdate \_\_\_\_-\_\_\_-\_\_\_ Current School\_\_\_\_\_\_\_\_\_\_\_\_\_

 First \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Last \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Birthdate \_\_\_\_-\_\_\_-\_\_\_ Current School\_\_\_\_\_\_\_\_\_\_\_\_\_

1. I have a Primary/Permanent residence that is fixed, regular, and adequate. The address is:

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ # \_\_\_\_\_ City \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Move-in date \_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_

 **What Type of Residence is this? Check one box below.** **Submit the Documentation requested on this Affidavit.**

 Shared housing, roommates, room & board, or similar situation

 **Documentation**: Section 2 filled out by Owner/Manager/Legal Tenant of the address above.

 Residential Hotel: My long-term residence by choice, convenience, or as a live-in hotel employee

 **Documentation**: Receipt: Hotel name, address, phone, your name, date of stay, & room number

 Other type of primary/permanent residence (describe) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **Documentation**: Section 2 filled out by Owner/Manager/Legal Tenant of the address above.

1. I declare, under penalty of perjury under the laws of California, that all information on this form is correct. I understand that falsifying residency for attendance & enrollment is illegal and will result in disenrollment. District staff may contact Owner/Manager/Legal Tenant or visit address to verify we live at the address above.

 Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_-\_\_\_-\_\_\_

**SECTION 2: To be filled out by the Owner, Manager, or Legal Tenant (if required above)**

I declare, under penalty of perjury under the laws of California, that the individuals listed above reside at the address indicated in Section 1-B, and I am the Owner, Manager, or Legal Tenant of that address. I understand that falsifying residency for school enrollment and attendance is illegal. I can be contacted to verify this information.

Required Documents: I have attached these two (2) documents in my name:**1)**  Copy of my photo ID ***AND***

 **2)** **One** document from below, in my name at the address in Section 1, and dated within 30 days.

 SMUD,PGE, or Water bill Pay stub Government letter on official letterhead

 Monthly rental receipt Property tax bill Mortgage statement

 Current Voter Registration Only (we cannot accept Voter Election Guide or Voting Ballots)

 Rental/ Lease Agreement with Landlord information & signature (If lease is older than one (1) year OR is a

 month-to-month rental, a current month’s rent receipt is required, dated within 30 days)

 Full Name (PRINT) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Sign \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_-\_\_\_\_-\_\_\_\_

 Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ What is your relationship to the students above? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

6.16.22

ADDRESS AFFIDAVIT

***For students in a Primary/Permanent residence***

***who do not have the standard address verification***

Falsifying Residency is illegal

**INSTRUCTIONS**

Dear Parent or Student:

You indicated you are living in housing in which you do not have the usual address verification. Below is the *Address Affidavit* for families or students in situations such as yours. This document is required as address verification within SCUSD and its schools.

**Section 1**:

Complete A:

* Your name and Date of Birth.
* Check who you are in relation to the children or yourself
* Your children’s (students) names and information

Complete B

* Full Address
* Move in date
* Check one (1) box for *Type of Residence*
* Provide Documentation as indicated.

Complete C: Your Signature, Phone, Email, and Date

**Section 2**: **To be completed** **only if it is required as Documentation under Section 1-B, Type of Address.**

The Owner, Manager, or Legal Tenant of the address in Section 1 will fill out Section 2 and attach the required two (2) documents in his/her name.

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