



# Fauquier County Public Schools

## Acceptable Proofs of Residency for Parents/Legal Guardians

Two forms of Proof of Residency are required at the time of enrollment and at any time there is a change in residence. One form is required immediately and the second must be provided with 30 days of enrollment if not available at the time of enrollment. The Superintendent has the authority to request verification of residency at any time if there is a question regarding the validity of a family's bona fide legal residence.

√	<b><u>PRIMARY</u></b> <b>(Prefer at least one primary proof of residency from list below)</b> Please check next to proof of residency provided.
	Housing (sales) contract
	Rental/lease agreement
	Deed
	Mortgage statement/bill <i>showing property address</i>
	Utility bill for <i>service at residence</i> (gas, electric, sewer, water, cable, landline phone, security system – cell phone bill NOT acceptable)
	Real estate or personal property tax bill

√	<b><u>SECONDARY</u></b> <b>(If only two secondary proofs of residency are provided, please contact Student Services.)</b> Please check next to proof of residency provided.
	Voter's Registration (Current – with residence address)
	United States Postal Service change of address confirmation form
	Postmarked U.S. mail with forwarding address label showing resident's name and new address
	Payroll check stub (current-showing residence address)
	W-2 or 1099 (current-showing residence address)
	Homeowner's or renter's insurance bill (not policy) showing resident's name and residence address
	Tax returns (redacted) showing evidence of receipt by IRS
	Social security documents (Annual statement, Medicaid, food stamps)
	Probation/court documents showing resident's name and residence address

## Requirements for Parents/Legal Guardians Unable to Provide Proof of Residency

In those instances where an enrolling parent/legal guardian is unable to provide adequate residency documents because they are living with another person/family in Fauquier County (and do not qualify for assistance under the McKinney-Vento Act), the enrolling parent/guardian must provide a notarized letter written by the person with whom they live that contains the following information:

Date	Name of Enrolling Parent/Guardian
Name of Resident	Name of Student Being Enrolled
Address of Resident	Statement Explaining Basis of Residency
Resident's Phone Number	Parent's Phone Number

Along with the letter from the resident explaining the residency circumstances, the **resident** (the person signing the letter) must provide two forms of documentation from the above lists of primary and secondary proofs of residency.

The **enrolling parent** must provide at least one secondary form of proof of residency (something that indicates they live at the stated address.)

**Note:** A driver's license is *not* an acceptable proof of residency (it is proof of identity, if current.)

**If the enrolling parent/guardian is unable to provide two forms of proof of residency by the 30 day deadline or if you have questions or concerns, please contact Student Services at 422-7100 for assistance.**