

LEDYARD PUBLIC SCHOOLS CHANGE OF ADDRESS FORM

Form 5111.3(e)

Student's full legal name: _____
Last First Full Middle Suffix (e.g. Jr., III)

<input type="checkbox"/> Male
<input type="checkbox"/> Female

School: _____ Grade: _____ Date of Birth: _____
Month/Day/Year

Student's new physical address: _____
(must not be a P.O. Box) Number Street Apartment # Town State Zip Code

Student's new mailing address (if applicable): _____
P.O. Box # or Street # Street Town State Zip Code

Home/Mobile telephone: (____) _____

<u>FAMILY STATUS:</u>	Married	Divorced	Single	Separated
	Mother Deceased		Father Deceased	
Child resides with:	Both parents	Mother	Father	Other
Legal custody status*:	_____			
Legal guardian name if different from parent*:	_____			
*Please provide any relevant custody/guardianship paperwork that is not already on file.				

Mother/guardian: _____ Business phone: (____) _____
Last name, First name Area code Number

Address (if different from student's address)

(____) _____ (____) _____
Home phone (if different from student's home phone) Email address Area code Mobile phone number

Employer: _____ Fax: (____) _____
Area code Number

Father/Guardian: _____ Business phone: (____) _____
Last name, First name Area code Number

Address (if different from student's address)

(____) _____ (____) _____
Home phone (if different from student's home phone) Email address Area code Mobile phone number

Employer: _____ Fax: (____) _____
Area code Number

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SIBLINGS LIVING IN HOUSEHOLD

Brothers' Names	Date of Birth	School
Sisters' Names	Date of Birth	School

OTHER OCCUPANTS OF HOME

Name	Relationship

Proof of Residency is required for all address changes – Please provide one (1) mandatory item from Category A and one (1) from Category B. If unable to provide from Category B, two items from Category C are required.

In addition, a photo ID is required.

Account numbers and amounts may be redacted from forms.

*****APPLICABLE ITEMS IN CATEGORIES B & C ARE REQUIRED TO BE LESS THAN 60 DAYS OLD AND MUST REFLECT YOUR CURRENT LEDYARD ADDRESS*****

Acceptable Documentation for Proof of Residency		
Category A (Mandatory)	Category B	Category C
<ul style="list-style-type: none"> Current mortgage statement Copy of property deed if no mortgage statement is available Settlement statement or closing disclosure (new homeowners only) Lease - must be unexpired, signed by lessor/lessee, dated and landlord contact information must be provided Notarized Landlord Residency Affidavit Form with landlord contact information if no lease exists, if lease is expired, or if lease is weekly or month to month Section 8 agreement with dates of tenancy 	<ul style="list-style-type: none"> Current utility bill statement - complete bill required, not just payment stub Utility work order showing service address for new homeowners. Examples include: <ul style="list-style-type: none"> Electricity Natural Gas Landline Phone Cable/Satellite Water <p style="text-align: center;"><i>Cell phone bills and shut off notices are not acceptable</i></p>	<ul style="list-style-type: none"> Valid driver's license (stickers not allowed) Valid CT DMV non-driver's photo identification with current address Valid automobile registration Voter registration Current auto or homeowners insurance declaration page Current payroll stub Bank or Credit Card statement Court document Letter from any government agency <p>With Ledyard address and dated for most current tax year:</p> <ul style="list-style-type: none"> W-2 form Auto or property tax bill