

PROOF OF RESIDENCY

The person with whom the student(s) lives must attach proof residency dated within the last thirty (30) days and must show parent/guardian's legal name and street address. Please note that a P.O. Box is not acceptable as an address. **Please carefully read the scenarios listed below and provide the documentation that applies to your student's living situation.**

Possible Living Situation #1

If you own and live in the resident property, will need to provide:

1. Photo Identification;
2. A deed or a mortgage state in your name showing residence property address;
3. A current Georgia Power bill in your name for the current month showing the residence property address;

Possible Living Situation #2

If you rent and live in the rental property, you will need to provide:

1. Photo Identification;
2. Copy of Lease/Rental Agreement (or current HUD Certificate of Compliance/Annual Renewal Notice);
3. A current Georgia Power bill in your name for the current month showing the residence property address;
4. Completed Lease Verification Form

Possible Living Situation #3

If you are living at a property with the owner or in a residence being rented by another person, you will need to provide:

1. Photo Identification
2. A deed, mortgage, or Lease/Rental Agreement (or current HUD Certificate of Compliance/Annual Renewal Notice) in the owner or primary renters name and showing residence property address;
3. Georgia Power bill (current within the last 30 days);
4. Completed Lease Verification Form;
5. Three supporting documents in your name showing the residence property address.

LIST OF ACCEPTABLE SUPPORTING DOCUMENTS

- Current Georgia driver's license or Georgia Identification card if the address on the identification is the same as the residential address
- Bank statement, loan documents, credit card statement, monthly activity statement, voided check
- Health insurance, previously issued W-2 or Form 1099, pay stub
- Fulton County property tax statement with evidence thereupon of payment
- Voter registration documentation from Fulton County
- A current motor vehicle registration (tag receipt)
- Cable bill, telephone or cell phone bill, gas bill
- Receipt to have utilities connected
- Mail delivered by the United States Postal Service other than general mail addressed to occupant or resident

NOTE: If legal custody of a child is split between two parents, in ADDITION to the documentation listed above, you must also attached a certified copy of the most recent court order identifying each parent's respective award of physical custody. You are responsible to immediately inform the school of any changes to the court order.

If the Lease/Rental Agreement requires all occupants to be listed, the names of the occupants must be listed on the Lease/Rental Agreement.

Homeless students should contact their school social worker or the APS Homeless Coordinator at 404-802-2245.



AFFIDAVIT OF RESIDENCY

Date parent/legal guardian started residing at address: _____

Full name of parent/legal guardian(s): _____

Home phone: _____ Work phone: _____

Current address: _____

Children Currently Residing at Address	Date of Birth	APS School Enrolled
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Affidavit of Residency

Before the undersigned officer, and being first duly sworn, I depose and state as follows:

1. That I am the parent/court appointed legal guardian of each child listed above.
2. That each child listed above resides with me full time at the address listed above.
3. That I understand that I must notify Atlanta Neighborhood Charter School (ANCS) within 14 days if I change residence or if any child listed above should change residence.
4. That I understand that representatives of ANCS may visit my home to verify residency.
5. That I understand that a student enrolled in ANCS under falsified information is illegally enrolled and will be immediately withdrawn from school.
6. That I understand that making false statements or submitting false documentation to the ANCS and false swearing is a violation of O.C.G.A. §16-9-2, §16-10-20 and/or §16-10-71 of the criminal laws of the State of Georgia and punishable by a fine of not more than \$1,000.00 or by imprisonment for not less than one nor more than five years, or both. O.C.G.A. 16-10-71.

Signature of Parent/Legal Guardian	Date	Signature/Seal of the Notary Public	Expiration Date
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OWNER/LANDLORD/PRIMARY RENTER AFFIDAVIT — The below section should be completed ONLY when the registering parent/legal guardian does not have a proof of residency in his/her name and lives with another City of Atlanta Resident.

Full Name of Owner/Landlord: _____ Contact Number: _____

Current Address: _____

(You must provide a copy of your proof of residency to Atlanta Public Schools along with this form)

Before the undersigned officer, and being first duly sworn, I depose and state that:

1. I am the legal owner, landlord or renter of the property listed above.
2. The persons listed above in this document reside with me full time or have my consent to live full time at the address above.
3. I understand that I must immediately notify ANCS if any person listed in this document should change residence.
4. I understand that representatives of Atlanta Public Schools may visit my home to verify residency of the persons listed above.
5. I understand that a student enrolled in ANCS under falsified information is illegally enrolled and will be immediately withdrawn from school.
6. I understand that making false statements or submitting false documentation to the ANCS and false swearing is a violation of O.C.G.A. §16-9-2, §16-10-20 and/or §16-10-71 of the criminal laws of the State of Georgia and punishable by a fine of not more than \$1,000.00 or by imprisonment for not less than one nor more than five years, or both. O.C.G.A. 16-10-71.

Signature of Parent/Legal Guardian	Date	Signature/Seal of the Notary Public	Expiration Date
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LEASE VERIFICATION FORM

Dear Residence Manager, Landlord, or Agent:

Atlanta Neighborhood Charter School (ANCS) received a lease from the below name person(s) and they have specified you and/or your company as the present landlord. We would appreciate your response to the following questions below at your earliest convenience. If you have additional information that may help in our decision, please feel free to comment or contact us (contact information provided below).

RESIDENT(S) NAME: _____

OTHER OCCUPANT(S): _____

ADDRESS: _____

Manager, Landlord or Agent Name: _____

Phone #: _____ Fax #: _____

I do hereby authorize the Manager, Landlord or Agent, to release the requested information to Atlanta Neighborhood Charter School (ANCS) for their review. I also understand that representatives of ANCS may visit my home to verify residency. I understand and agree that this information may include names, addresses, or dates of birth of any/all lessees/occupants, move-in and/or move-out dates and dates of the Lease.

I certify under penalty of perjury that I am a resident of the above stated address and the information I submitted in support of my child's enrollment is complete and accurate. I understand that my child may be withdrawn from his or her assigned school if incomplete, inaccurate or false information is provided. I also understand that I must notify the school office within 10 days if my residence changes.

Signature	Date	Signature	Date

Residency Status:

____ Current resident Lease expires: _____

____ Not a current resident Lease expired: _____

____ Has never been a resident

Comment: _____

Signature (Authorized Manager, Landlord, or Agent Responding) _____ Date _____

Questions? Please reach out to us:
Ms. Kelly Dennis (Elementary Campus)
404-624-6226
kdennis@atlncs.org

Ms. Maria McFeeley (Middle Campus)
678-904-0051
mmcfeeley@atlncs.org