



# Laguna Beach Unified School District

**School Year 2016-2017**  
(Beginning January 1, 2016)

## RESIDENCY VERIFICATION FORM

*FILL OUT ONE FORM FOR EACH CHILD AT EACH SCHOOL*

Current School	
Date	

Please check if address is different than last year.

The Laguna Beach Unified School District may ONLY enroll students whose Parent(s) or Guardian(s) reside within school district boundaries (Education Code 48204). This form has been provided to help us verify the location of your residence. In cases in which residency is in question, the school district may conduct a residency investigation. Residency verification is a parent's responsibility and falsification of information provided on this document **will be grounds for immediate cancellation of enrollment**. Please **attach copies** of the information requested so that we may legally enroll/re-enroll your child in the Laguna Beach Unified School District:

Student Name: \_\_\_\_\_ DOB: \_\_\_\_\_ Current Grade: \_\_\_\_\_  
 (First Name) (Last Name)

Name: \_\_\_\_\_ Home Phone: ( ) \_\_\_\_\_  
 Mobile Phone: ( ) \_\_\_\_\_  
 Work Phone: ( ) \_\_\_\_\_

Address: \_\_\_\_\_  
 (Street Address) (City) (State) (Zipcode)

Please check the box below indicating the form of **Verification of Identity** you will submit as the student's parent, caregiver, licensed foster agency or group home representative, or California Superior Court-appointed legal guardian: **(Only for new district enrollments)**

**Driver's License** (any photo driver's license or CA ID Card is permitted)  
**Government Issued ID with photo**  
 If an agent or representative of social services or foster care agency, appropriate identification.

**Proof of Residency:** At least one (1) item from each **category 1 and 2 below** (Address on documents must be residence property address)

- The most current copy** of your Mortgage Statement or Lease/Rental Agreement in your name showing residence property address and signatures of lessor/lessee and **names of all occupants of the leased residence**. (If you are on a month-to-month lease/rental agreement, you will also need to provide the most current month's rental receipt or cancelled check)\*\*\*
- A Current Utility Bill**  
 In the event a utility service connection is used as proof of residency, then a utility bill (both parts, in English) must be provided within 45 days to assure continued enrollment.

**If you are sharing a residence and the utilities are not in your name or if you are a renter and the utilities are included in the rent, you must provide one of the following in your name:**

- **Current** proof of residency from the Orange County Registrar of Voters
- **Current** DMV vehicle registration showing residency property address
- **Current** Property Tax or Income Tax Documents (from the IRS, State, and or County)
- **Current** Social Services Documents
- **Current** Payroll Stub (both name and address must appear on payroll stub)

**Residency Affidavit Form**

Completed *Residency Affidavit Form* attached.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Signature of Parent/Guardian/Caregiver: \_\_\_\_\_ Date: \_\_\_\_\_

<b>Residency Verification (Staff Only):</b>			
Verified in Aeries: _____	School Official: _____	Investigation Req. /Missing Docs: _____	Date: _____



Laguna Beach Unified School District
RESIDENCY VERIFICATION AFFIDAVIT FORM

School Year 2016-2017
(Beginning January 1, 2016)

HOMEOWNER RENTER (See Form B attached) CO-RESIDENT (See Form B attached)

Student: (Last Name) (First Name) (Current School) (Current Grade)
Phone: ( )
(Last Name) (First Name)
(Last Name) (First Name)

Address: Student Address City State Zip Code

NOTE: If legal custody of the student is split between two parents, you must provide a certified copy of the court order identifying each parent's respective physical and legal custody award. The parent(s) residing in Laguna Beach must have at least 50% physical custody. You also must inform your child's school of any changes to the court order within (5) days.

Please list below the names of additional siblings who attend an LBUSD

Student: School: Grade:
(Last Name) (First Name)
Student: School: Grade:
(Last Name) (First Name)
Student: School: Grade:
(Last Name) (First Name)
Student: School: Grade:
(Last Name) (First Name)

The address listed on this Residency Verification Form is my primary residence. I understand that the Laguna Beach Unified School District will verify all information that has been provide on the form. Such verification may include multiple home visitations. I agree to immediately notify the Laguna Beach Unified School District within 5 days if any change in the status of my residency, either within or outside the District. I understand that the District will actively investigate all cases where it has reason to believe that the information provided by me is false or incorrect. I also understand the District may refer cases in which false information has been intentionally provided to the Orange County District Attorney. False information on the Residency Verification form will lead to immediate withdrawal of the student from the District.

I declare under penalty of perjury that the foregoing is true and correct, and that any and all copies of documents submitted to verify my residency are true and correct copies of the original documents, and that any and all documents submitted have not been altered except for the crossing out of dollar amounts and account numbers, which is permitted for the purposes of this Residency Verification Affidavit. (Penal Code, Family Code, and Civil Code sections 118, 125, 126, 127)

DO NOT SIGN THIS FORM IF ANY OF THE ABOVE STATEMENTS ARE INCORRECT. Evidence that false information was provided may result in immediate withdrawal of the student from school and may lead to criminal and/or financial penalties.

Signature of Parent/Guardian/Caregiver

Date

