



# Burrillville School Department

## Proof of Residency

To register a child in the Burrillville School Department, proof of residency is required. The person with whom the student lives must attach proof of residency, dated within the last THIRTY (30) days, and must show parent, guardian or legal name and street address. Please carefully read the scenarios listed below and provide the documentation that applies to the student's living situation.

### Possible Living Situation #1

If you own and live in the resident property, please attach both:

- A Town of Burrillville Tax Bill or a Mortgage Statement in your name showing residence property address, **AND**
- TWO (2) utility bills in your name for the current month showing the residence property address. Examples include electric, cable, telephone or cellphone, and gas or oil bills.

### Possible Living Situation #2

If you rent and live in the resident property, please attach:

- Copy of the lease/rental agreement, **AND**
- TWO (2) utility bills in your name showing residence property address. Examples include electric, cable, telephone or cellphone, and gas or oil bills.

If such service is included as part of the rental agreement, you must provide:

- satisfactory evidence that services are included **AND**
- ONE (1) of the items listed below:
  - Mortgage Statement OR Town of Burrillville Tax Bill of the property owner.
  - Current vehicle tax bill
  - One other bill mailed to you at your residence address

### Possible Living Situation #3

If you are living at a property with the owner or renter of the property in Burrillville, please attach:

- The Residence Affidavit signed by the primary resident (owner or renter) of the home, and subscribed and sworn before a Notary Public, **AND**
- TWO (2) utility bills in the name of the primary resident of the home showing residence property address.

If such service is included as part of the rental agreement, you must provide:

- satisfactory evidence that services are included **AND**
- ONE (1) of the items listed below:
  - Current vehicle registration showing residency property address
  - One other bill mailed to you at your residence address

**NOTE:** If legal custody of a child is split between two parents, **IN ADDITION** to the documents listed above, **you must also attach 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.

### Other Requirements:

- Valid birth certificate
- Proof of Immunizations
- Custodial Documents, if applicable

**All requested information must be provided before a student may start classes.**