

Colonial Heights Public Schools
512 Boulevard, Colonial Heights, VA 23834
Certification of Legal Residency in Colonial Heights, Virginia
Owner or Lease Holder Dual Family Residency

This form must be completed by the owner or lease holder of the residence

A SEPARATE FORM MUST BE COMPLETED FOR EACH CHILD REGISTERED IN THE COLONIAL HEIGHTS PUBLIC SCHOOL SYSTEM.

In certain situations, proof of residency requirements in dual family residence can be satisfied with the presentation of two (2) notarized statements; one completed by the parent or legal guardian for each child, and one by the resident whose name appears on the lease or deed of the dwelling.

Please provide a copy of your deed, lease, or rental agreement, and a photo ID along with one of the following:

Driver's License with the current address, vehicle registration, voter registration, tax or bank statement, or official correspondence from a government agency. In addition, provide a current utility bill less than 30 days old if the lease is over a year old or on a month-to-month term (water, gas, or electric).

Student Name: (please print)

School:

Address where student and parent/guardian reside:

Complete below with name(s) of parent(s) that live with the student at the above address:

Parent/Guardian Name: (please print) Phone Number:

Parent/Guardian Name: (please print) Phone Number:

Name of property owner or lease holder certification statement:

I certify that the above named parent(s)/legal guardian(s) and child reside with me at the above address in Colonial Heights, Virginia. I also certify that I (check one) own or lease my home. I understand that I must give immediate written notice to the school if this residency arrangement changes. A copy of my deed or lease is attached.

Parents and other guardians need to be aware that Chapter 286 ("Zoning") of the Colonial Heights City Code restricts living arrangements in all residentially-zoned districts. Parents and other guardians who are considering residing, or having their children reside, in a home with another, non-related family or person, should review Article III ("District Regulations") of Chapter 286 to determine whether their contemplated living arrangement with a non-related family or person is legal. A violation of Article III is a misdemeanor (i.e., a criminal offense), which may be punishable by a substantial fine.

Initials: WARNING: Providing false information for school enrollment purposes is a criminal offense. VA Code 22.1-264.1.

Property Owner/Lease Holder's Name (please print)

Property Owner/Lease Holder's Phone Number

Property Owner/Lease Holder's Signature

Date

STATE OF VIRGINIA, City/County of: , to-wit:

Subscribed, sworn to, and acknowledged before me, ,

a Notary Public in and for the jurisdiction aforesaid, by

on this day of , 20.

My commission expires: Notary signature