



# AFFIDAVIT OF RESIDENCY

Date parent/legal guardian started residing at address: \_\_\_\_\_

Full name of parent/legal guardian(s): \_\_\_\_\_

Home phone: \_\_\_\_\_ Work phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_

Current address: \_\_\_\_\_  
 \_\_\_\_\_

Children Currently Residing at Address	Date of Birth	APS School Enrolled
_____	_____	_____
_____	_____	_____
_____	_____	_____

**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 Public Schools within 14 days if I change residence or if any child listed above should change residence.
4. That I understand that representatives of Atlanta Public Schools may visit my home to verify residency.
5. That I understand that a student enrolled in Atlanta Public Schools under falsified information is illegally enrolled and will be immediately withdrawn from school.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 Atlanta Public Schools 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 the Parent/Legal Guardian                      Date                      Signature of the Notary Public                      Expiration Date

**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 Phone #: \_\_\_\_\_

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 Atlanta Public Schools 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 Atlanta Public Schools 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 Atlanta Public Schools 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 the Primary Owner/Renter                      Date                      Signature of the Notary Public                      Expiration Date

*This affidavit should not be utilized for homeless students. Please see Board Policy JBC(1) and Administrative Regulation JBC(1)-R, Homeless Students.*



## PROOF OF RESIDENCY

The person, with whom the student(s) 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 note that a P.O. Box is not acceptable as a residence 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, you will need to provide:

1. Photo identification;
2. A deed or a mortgage statement in your name showing residence property address;
3. A Georgia Power bill (current within 30 days) in your name for the current month showing the residence property address; **AND**
4. Two additional supporting documents in your name 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 Renew Notice);
3. A Georgia Power bill (current within 30 days) showing the residence property address; **AND**
4. Two additional supporting documents in your name showing the residence property address.

### Possible Living Situation #3

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

1. Photo identification;
2. A deed, mortgage statement, 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 30 days); **AND**
4. 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
- Home mortgage payment book
- 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 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.**

**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.**

**If you have any questions regarding proof of residence, please contact the Department of Student Relations at 404-802-2233 or [placements@atlantapublicschools.us](mailto:placements@atlantapublicschools.us).**