

CHANGE OF ADDRESS FORM

Please present this form along with the required documentation to the school your child attends.

Proof of Residency – Documents must be presented at the time of filing

1. Primary Documentation
 - Homeowners: Deed, current property tax bill, current mortgage statement
 - Renters: Current lease
2. Secondary Documentation
 - PSE&G bill, cable bill, phone bill, current medical bill or bank statement
 - All bills/statements must be dated within 30 days.

DATE: _____

OLD ADDRESS: _____

NEW ADDRESS: _____

EFFECTIVE DATE _____

PARENT OR GUARDIAN'S NAME: _____

NAME OF STUDENTS	SCHOOLS
_____	_____
_____	_____
_____	_____

Parent signature: _____

Date: _____

Staff signature: _____

Date: _____

Your child/children's records will be updated once the documents have been approved.

**Ridgefield Park Public Schools
Ridgefield Park, New Jersey 07660**

**PROOF OF RESIDENCY DOCUMENT
PROPERTY OWNER (LANDLORD) & TENANT OF DWELLING**

I, _____, am the owner of the
(Property Owner-Landlord – Please Print)
property at _____ and
(Dwelling Number and Street - Please Print)
my telephone number is _____
(Home phone) (Cell phone)

Name of Tenant(s) _____
(Tenant Name – Please Print)

Name of Child(ren) _____
(First and Last Name of Child – Please Print)

(First and Last Name of Child – Please Print)

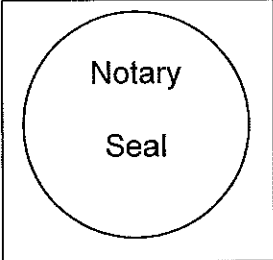
(First and Last Name of Child – Please Print)

I hereby affirm that the parent(s)/guardians(s) and the child(ren) listed above do reside at the address above in the Village of Ridgefield Park.

Furthermore I understand that any person, including a property owner (landlord) who fraudulently allows a child of another person to use his/her residence or address and is not the primary supporter of that child and/or any person who fraudulently claims to have given up custody of his/her Child to a person in the Ridgefield Park Public Schools District commits a CRIMINAL OFFENSE, which is punishable by law.

Property Owner/Landlord
Signature _____ Date _____

Tenant Signature _____ Date _____

Subscribed and affirmed before me in the county of _____, State of New Jersey, this _____ day of _____, 20__.	
	_____ (Notary's official signature)
	_____ (Commission expiration date)

This document must be notarized.