



Change of Address Form

Parent/Guardian: _____, _____
(Last) (First)

Parent/Guardian: _____, _____
(Last) (First)

New Address: _____, _____
(Street address) (Town)

Please include a mailing address if it is different from the physical address listed above.

Please include street address, town and zip code

Telephone Number _____

Include the names of all who will be residing at your new address in the following section. This should include all children and adults. Include their relationship to you.

First Name: _____ Last Name: _____ Relationship: _____

First Name: _____ Last Name: _____ Relationship: _____

First Name: _____ Last Name: _____ Relationship: _____

First Name: _____ Last Name: _____ Relationship: _____

First Name: _____ Last Name: _____ Relationship: _____

I have provided the following two documents as proof of my new address (one from each column; see back of form for more information):

____ Tax bill

____ Lease

____ Deed to home

____ Rent receipt

____ Moving company or furniture/appliance delivery receipt

____ Most recent utility bill/receipt for start-up service

____ Current bank account with imprinted address

____ Parent/guardian's license or state ID card with photo

____ Homeowner's Insurance Policy

Date

Signature

Change of Address Documentation

To verify a change of address, parents/guardians must provide two documents – **one from section A and one from section B.**

Section A (one required)

1. School tax receipt
2. Signed lease receipt with the landlord's name, address, telephone number, section, block and lot number.
3. Bank contract or mortgage agreement (deed) showing the purchase of a home with name, address, section, block and lot number
4. Signed rent receipt with the landlord's name, address, telephone number, section, block and lot number

AND

Section B (one required)

1. Either of the following showing delivery to residence address within the district in parent/guardian's name:
 - Major moving company receipt for moving household goods
 - Receipt from a local firm showing delivery of newly purchased major appliance or furniture
2. Either of the following showing an address within the district in parent/guardian's name:
 - Most recent utility bill (gas, phone, electric, cable)
 - Deposit receipt for gas, electric, phone or cable start-up service
3. Copy of parent/guardian's driver's license or state ID card with a photo showing current district address (not temporary). If the address has been changed, this will not be accepted.
4. Currently active bank account statement with name and physical address included
5. Homeowner's insurance policy.

Falsification of any information or documents required for this verification will result in revocation of registration for the student(s).

If the student(s) is not living in housing that is considered fixed, regular or adequate, please contact the homeless liaison of Pine Bush Central School District at 845-744-2031, ext. 4012.