

EVERETT SCHOOL DISTRICT #2  
OFFICE OF STUDENT SERVICES  
4730 COLBY AVE  
EVERETT, WA 98203  
425-385-4070

**NOTICE TO PARENTS/LEGAL GUARDIANS VERIFICATION OF RESIDENCY**

This notice is for parents or legal guardians enrolling a student or filing a change of address. Verification of residency is required for enrollment or update of address at any school in the Everett Public Schools.

Falsification of an address, residence or conditions of living arrangements to obtain a school assignment may be cause for withdrawal of the student from that school. Written notice of intent to withdraw the student will be forwarded to the parent or guardian. Such falsification will also cause forfeiture of any future transfer rights through the highest grade level at that school.

Students living with someone other than their parent/legal guardian must provide a notarized ***“Affidavit of Student Residence/Hold Harmless Agreement”***. Forms are available in the school office. Additional verification may be requested, i.e., letter describing the living arrangement from the family with whom the student resides. In the case of students placed in temporary homes on the advice or direction of a public agency, i.e., Juvenile Court, Department of Social and Health Services, written evidence provided by an agency shall be considered sufficient to demonstrate necessity of a residential change and/or school assignment.

If an eligible student is homeless the Everett Public Schools shall not require proof of residency. Students enrolled in a district program without a legal residency may continue in that school until the end of the academic year.

Please provide the documentation(s) as checked below. The school may require that this documentation be updated periodically.

- \_\_\_\_\_ Parent /Guardian drivers license with current address in service area
- \_\_\_\_\_ Current legal parenting plan/custody agreement
- \_\_\_\_\_ Legal Guardianship papers
- \_\_\_\_\_ Accepted real estate contract for purchase of home with date of closing
- \_\_\_\_\_ Building/construction permits for residence with date of completion
- \_\_\_\_\_ Lease /rental agreement specifying the date of occupancy within 30 days
- \_\_\_\_\_ Rent receipts
- \_\_\_\_\_ Utility bills with name and address of parent/legal guardian
- \_\_\_\_\_ Other