

RYE CITY SCHOOL DISTRICT
411 Theodore Fremd Avenue, Suite 100S, Rye, New York 10580
IN-DISTRICT CHANGE OF ADDRESS NOTIFICATION

Please Print Legibly

OFFICE USE ONLY:

Received _____

Name of Child: Last: _____ First: _____ MI: _____

Old Address: No.: _____ Street Name: _____ Apt. No.: _____

New Address: No.: _____ Street Name: _____ Apt. No.: _____ Home Phone (Required): _____

City: _____ Rye _____ State: _____ NY _____ Zip + 4: _____ 10580 - _____

Date of Birth: Month: _____ Day: _____ Year: _____

School: _____ Grade: _____ If change in School enter new school: _____

List all Parents or Guardians with whom the child will live:

Mother/Guardian

Name: Last: _____ First: _____ MI: _____

Relationship: Mother/Grandmother/Aunt/Guardian/Other: _____

Daytime Phone: _____ Home Phone: _____

Father/Guardian

Name: Last: _____ First: _____ MI: _____

Relationship: Father/Grandfather/Uncle/Guardian/Other: _____

Daytime Phone: _____ Home Phone: _____

Parent/Guardian E-mail Address: _____

COPIES of documents required by the District to be submitted in support of residency:

You must present 1 document from Category A and 2 documents from Category B:

Check Those Provided

A. Property Rights

1. Real Estate Deed/ Rye City Tax Bill (not school tax bill) if property owner
2. Fully executed Rental Lease if not a property owner. (When lease is renewed, copy must be submitted along with latest electric utility bill.)
3. If renting but no lease, have the owner of the property complete the Third Party Affidavit and indicate that he/she is the Property Owner/Landlord

B. Evidence of Residency (*TWO forms are now required*)

(Utility, phone or cable bill, government issued ID, pay stub, bank letter, etc)

I (We) affirm that the information provided on this form is true and correct. I (We) understand that the District may investigate any allegation contained in this form and may ask for written proof of any statement. In order to verify the information or statements provided on this form (including any supporting documents and affidavits), I (we) give consent for the release of this form (including any supporting documents and affidavits) or any information contained in this form to the City of Rye, the landlord, or any other third party in furtherance of the School District's investigation. I (We) understand that if the allegations contained in this form (including supporting documents and affidavits) are determined not to be true and accurate, I (we) will be held responsible for the payment of tuition to the District.

ALL PARENT (S) OR GUARDIAN (S) MUST SIGN:

Signature of Maternal Parent or Guardian

Signature of Paternal Parent or Guardian

Print Name Date

Print Name Date

1. APPROVAL BY BUSINESS OFFICE: _____ DATE: _____

NOTES: _____