

Proof of Residency
Northmont City Schools
4001 Old Salem Road
Englewood, Ohio 45322
937-832-5000

In order to effectively serve the students and parents of the Northmont City School District, we ask that you complete this form. Our purpose is to protect the dollars generated from the citizenry of the school district.

As verification of residency, documents must be provided from categories 1, 2, or 3 and attached to this completed form. Anytime residency changes, a new proof of residency form must be completed and updated documentation provided. Photocopies are acceptable.

Category 1: _____

- a. Current property tax statement or bank escrow papers listing parent/guardian name and address, and a current utility bill.*

Property tax statements are available for download at:

Montgomery County Resident: www.mctreas.org

Miami County Resident: www.miamicountyauditor.org

Darke County Resident: www.darkecountyrealestate.org

- b. Current lease or rental agreement (with landlord name, address, contact #, and expiration date) and a current utility bill.*

Landlord Name _____ Contact Telephone _____ Lease Expiration _____

* Current utility bill would include gas, electric, phone, water, or a payroll stub with name and address indicated. If utilities are not established at the time of enrollment, a utility bill must be provided within 30 days of the date indicated at the bottom of this residency form.

Families residing in the district on a lease or rental agreement will be required to submit a current lease on a yearly basis. Families with an open-ended or monthly lease shall provide documentation from the apartment rental office on official letterhead, or a notarized letter from the landlord for a family renting a home in the district.

Category 2: _____

If the family does not have an established district residence and is living temporarily with a district resident, both the enrolling parent and district resident must complete, in the presence of a notary, an Affidavit of Shared Residency. Affidavits will be notarized at the Central Office. Both parties must provide a photo identification, and the district resident must also provide items from Category 1.

If the district resident is leasing a residence, he/she must provide items from Category 1b, along with a notarized letter from the landlord indicating he/she is aware that the enrolling family is also occupying the residence.

Category 3: _____

If the family is building or buying a home in the district and has not taken occupancy, a letter from the builder indicating the property address and approximate date of completion will be accepted, or a real estate contract signed by both the seller and buyer with a closing date indicated. Both temporary proofs of intended residency are valid for 90 days.

I certify that I have established my residency in the Northmont City School District.

Parent/Guardian Printed Name

Street Address

Parent/Guardian Signature

City

Zip Code

Student's Name

Date