



2017-2018
PROOF OF RESIDENCE

1. Acceptable documents (2) in the custodial/guardian's name:
 - a. Current electric, water, gas, phone, cable bills within the last 30-60 days
 - b. Current lease or mortgage
 - c. Agency or court documentation
 - d. Government documentation (ex.: IRS, SS Disability, TennCare)
 - e. Insurance (ex.:Medical, Life, Auto, Home)
 - f. Employment/bank

2. Parents are living with another family:
 - a. Both families come in and sign the affidavit.
(Unless custodial family already has children at this school and living at the same address that is already listed on file and has at least 2 of the above acceptable documents in their name).
 - b. Supporting family provides 2 of the following:
Current electric, water, gas, phone or cable bill (within the last 30-60 days); lease with landlord's name and phone number; mortgage, insurance, Agency or court documentation.
 - c. Custodial family must provide exit proof from previous residence, examples: termination, final bill proof or documents in their name at the current address AND also a change of address from Post Office.
 - d. Custodial family must also provide certified Birth Certificates and Social Security cards for children new to Hamilton County.
 - e. Custodial family must have Immunization records put on a Tennessee form (this can be done at the Health Department at no charge or your private physician). Also show the school proof of a recent physical within a year.

3. Moving Between School Zones:
 - a. Custodial parent/guardian must provide termination/exit/transfer-final bill proof from the previous address.
 - b. Show two (2) different proofs of the new address in the custodial parent/guardian's name (i.e., utilities, DHS, government documents, insurance, bank, employment)