

Muir Elementary School
Proof of Residency Procedures

To be enrolled in Muir Elementary School, families must present TWO forms of documentation showing that their primary residence (the house in which they live) lies within the school boundaries. We may ask families to periodically update their residency status in order to keep our records current. The following documents may be used in determining residency.

All applicants must submit at least two documents: 1 from column A and 1 from column B, or 2 from column B. Only 1 utility bill will be accepted.	
COLUMN A	COLUMN B
Documents must include parent or legal guardian's name (custodial parent or parent student lives with), and physical address	
<ul style="list-style-type: none"> * Rental/Lease Agreement * Purchase/Escrow Agreement * If you are living with another family, or you cannot provide either of the above, please provide: <ul style="list-style-type: none"> (1) a notarized statement from the person you are living with stating that you and your child/ren live there, the address, and for what period of time, AND (2) a document showing that the Person you are living with resides within district and school boundaries (see acceptable documents above); AND (3) one or more items from Column B showing that you live at the location. <p>If the situation is temporary, once you have moved into your own home, you will need to provide proof of residency for your new home.</p> <ul style="list-style-type: none"> *Property tax bill (dated within the last 12 months) 	<p>Dated within the past 60 days:</p> <ul style="list-style-type: none"> *Utility bill (gas, electric, cable, home telephone, etc.) *Letter from approved government agency (assisted housing, food stamps, unemployment payment) *Payroll stub *Bank or credit card statement *Current vehicle registration or insurance *Valid Utah photo identification card (not driver's license) <p>OR – dated within the past year:</p> <ul style="list-style-type: none"> *W-2 form

The following do not establish residency:

- *Powers of attorney
- *Letters from friends or relatives
- *Property owned in school boundaries
- *P.O. Box in school boundaries

Student's Name: Name

Date: Date

Parent/Guardian Names: Name

Address of Parent/Guardian: Address

City, State, Zip

This proof of residency does not apply to homeless students. If you believe your family fits this exception, please notify the school office personnel.

To be completed by school personnel

Type of document showing residency	Date on Document
1.	
2.	

Staff Signature _____

Date _____