

### **Proof of Residency:**

Days: Monday, Wednesday and Friday ONLY

Time: 9-12Pm and 1-3 PM

### **8<sup>th</sup> Grade Night for Update Information**

April 27, 2017

6-9 PM

### **What Is Needed for Proof of Residency for Articulation:**

- Proof of residence includes: settlement papers, lease/rental agreement, deed of property, mortgage statement, letter from apartment complexes on official letterhead, or a current property tax bill. These documents must be originals. Settlement papers, lease agreement, and rental agreements must be signed and dated by all parties. Private party leases must be notarized by the landlord or a notarized letter from the landlord must be provided with the original lease.
- 2 pieces of current mail must be provided, as well. The documents provided must be originals, not copies. These documents must be delivered by US Postal mail. Mail accepted: non-cell phone bill, utility bill, credit card statement, bank statement, mail from government agencies (excluding PGCPs) for official correspondence, hospital bill, W2 forms or auto, home, or health insurance policy. Private party leases must be notarized by the landlord or a notarized letter from the landlord must be provided with the original lease.
- If a family is living with a relative or friend, a new updated notarized Prince George's County Public Schools Shared Housing Affidavit, signed by both parties, may be used as proof of residence with the following conditions: (1) All parties must sign the notarized statement; (2) The relative or friend, with whom the parent(s)/guardian(s) reside, must show their proof of residence as indicated above; (3) Additional proof of residence (more than one item) is required of the parent/guardian. Items required to establish proof of residence include, non-cell phone bill, utility bill, credit card statement, bank statement, mail from government agencies (excluding PGCPs) for official correspondence, hospital bill, W2 forms or auto, home, or health insurance policy. Prince George's County Public Schools reserves the right to monitor this type of proof periodically or as needed (as often as every 30 days).