



**Mohonasen** Central School District

2072 Curry Road, Schenectady, New York 12303

518-356-8222 Phone 518-356-8247 Fax [vgannon@mohonasen.org](mailto:vgannon@mohonasen.org)

---

### **Proof of Residency**

#### **One of the following items with your name and address, dated within the last 30 days:**

- 1) If you are a renter, **provide a current lease** which includes the landlord's name, address and contact number.
- 2) If you are a renter **without a current lease**, provide a current rent receipt with the landlord's name, address and phone number as we will need to call and speak with them.
- 3) If you are a homeowner, provide a current tax bill, deed or mortgage statement.
- 4) If you have just had your closing, closing documents and realtor information
- 5) **If you are moving in with someone else and you do NOT own the home**, that individual must provide one of the documents listed above and sign a notarized statement regarding residency. **The homeowner and parent must sign separate documents and have them notarized** and you must provide the items listed below.

#### **License and vehicle registration with your current address.**

#### **Two of the following items with your name and current address dated within the last 30 days. THESE ITEMS ARE REQUIRED EVEN IF YOU RECENTLY MOVED:**

- 1) National Grid or Spectrum bill
- 2) Current pay stub
- 3) Bank and/or credit union statement
- 4) Income tax forms
- 5) Homeowners or renters insurance
- 6) Documents issued by federal, state or local agencies
- 7) Completed change of address document from the post office

#### **Current proof of residency is required even if you have another child already in the district.**

The documentation may be faxed to 518-356-8247, emailed to [vgannon@mohonasen.org](mailto:vgannon@mohonasen.org) or dropped in the dropbox located outside of the District Office doors.

