

# WESTFORD PUBLIC SCHOOLS

The completion of this Cohabitation Memorandum of Understanding is required when a parent/legal guardian resides with the owner of the property, without a formal landlord/tenant relationship or a lease.

## COHABITATION Memorandum Of Understanding

Date: \_\_\_\_\_

### RE: PROOF OF RESIDENCY – Tenant/Cohabitation Agreement / Tenant At Will

I, \_\_\_\_\_ (Parent/Guardian) certify that \_\_\_\_\_  
\_\_\_\_\_ (Student Names) currently reside, on a full-time basis, at the address listed below.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The above property is owned by \_\_\_\_\_. Owner must provide proof of residency per our residency policy.

Westford Public Schools require several forms of current documentation referencing the current residence. These documents may include, but are not limited to, a lease, utility bill, telephone bill, excise tax bill, driver's license, insurance policy or pay stub.

In the event that an address change occurs, it is mandatory that immediate notification is made to Westford Public Schools.

In order to finalize registration and secure enrollment all above mentioned items must be on file with the school(s).

*Both parties are required to sign (and notarize) this Memorandum of Understanding for enrollment.*

\_\_\_\_\_  
*Signature of Property Owner/Landlord*

\_\_\_\_\_  
*Signature of Tenant/Cohabiter*

**NOTARY**