

WESTFORD PUBLIC SCHOOLS

Parent Occupancy Affidavit

Residency Affidavits are required when a parent or legal guardian rents from a third-party landlord and does not hold a formal lease agreement. In lieu of a lease agreement, a Landlord and Parent Occupancy Affidavit, must be on file.

I/We, the parents(s), legal guardian(s) or responsible adult of _____ (student)

Hereby certify as follows:

1. I/We wish to enroll the above-named student in the Westford Public Schools. I/We understand that pursuant to Massachusetts General Law (Chapter 76, Section 5) and Westford Public Schools' Policy, students who actually reside in the Town of Westford may attend the Westford Public Schools, and students who do not actually reside in the Town of Westford may not attend the Westford Public Schools.
2. I/We hereby certify that effective _____, 20____, the above-named student is/will be residing at the following address in Westford, Massachusetts, with:

Printed Name(s) of Parents(s)/Guardian(s)/Responsible Adults(s)
_____ Westford MA 01886
No. Street Apt. / Unit #
3. I/We acknowledge that I am/we are required to notify the Westford Public Schools or the above student's school, in writing, of any change in said student's address within five (5) business days of such change of address.
4. I/We understand that this Occupancy Statement will be relied upon by the Westford Public Schools for the purpose of determining the above student's eligibility to attend the Westford Public Schools on the basis of residency. If said student is enrolled in the Westford Public Schools based upon the information provided and it is subsequently determined that the student does not actually reside in Westford, I/we understand that the student's enrollment will be promptly terminated and I/we will be jointly liable to the Westford Public Schools for the student's tuition for the full academic year(s).
5. I/We further certify that I am/we are the parents(s), legal guardian(s), or responsible adult of the above student.
6. I/We understand that all applicants must reside in the Town of Westford as outline in Massachusetts General Laws Chapter 76, Section 5 which states:

Every person shall have a right to attend the public schools of the town where he/she actually resident, subject to the following section No school committee is required to enroll a person who does not actually reside in the town unless said enrollment is authorized by law or by the school committee. Any person who violates or assists in the violation of this provision may be required to remit full restitution to the town of the improperly-attended public schools. No person shall be excluded from or discriminated against in admission to a public school of any town, or in obtaining the advantages, privileges and course of study of such public school on account of race, color, sex, religion, national origin or sexual orientation. (Amended by st. 1971, c.622, c.1; st. 1973, c.925, s.9A; st. 1993 c.282; st. 2004, c.352, s.33)

Signature: Parent / Guardian / Responsible Adult

(Relationship)

Statement of Notary Public:

On this ____ day of _____, 20____, before me, the undersigned notary public, personally appeared _____ (name of document signer), proved to me through satisfactory evidence of identification, which were _____, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it voluntarily for its stated purpose. _____ Notary Public My Commission Expires: _____

This form and proof of residency must accompany this form with at least one document from each of the following three columns: A, B, and C.

COLUMN A	COLUMN B	COLUMN C
<ul style="list-style-type: none">- Copy of Deed AND record of most recent mortgage payment- Copy of Lease AND record of most recent rent payment- Legal affidavit from landlord affirming tenancy AND record of most recent rent payment- Fully signed and executed P&S Agreement with provided occupancy date provided.- Section 8 Agreement	<p>A utility bill or work order dated within the past 45 days, including:</p> <ul style="list-style-type: none">- Cable bill- Gas bill- Oil bill- Electric bill- Home telephone bill	<ul style="list-style-type: none">- Valid driver's license (w/o address stickers)- Current vehicle registration- Valid MA photo I.D.- Valid passport <p><i>Dated within the past year:</i></p> <ul style="list-style-type: none">- W-2 form- Excise (vehicle) tax bill- Property tax bill <p><i>Dated within the past 60 days:</i></p> <ul style="list-style-type: none">- Bank or credit card statement- Letter from approved gov't agency**- Payroll stub