



CENTRALIZED ENROLLMENT OFFICE
203 W. Hillside Road, Naperville, IL 60540 - 630.548.4320

Residency Documentation **THIRD PARTY RESIDENTS - RENTER**

Please find below a list of documents necessary to verify residency in Naperville School District 203.

RESIDENCY DOCUMENTS

- Affidavit #1 – Verification of Residence in District 203 (lessee)
- Affidavit #1 – Verification of Residence in District 203 (boarder)
- Affidavit #3 – Third Party Resident
(The person with whom the parent/guardian and student lives)

Category I *(Proof of residency must be provided by person(s) who are the leaseholders)*

- Affidavit #2 – Affidavit of Lessor
- Signed** and dated lease

Category II *(Two documents showing current address must be provided within 30 days of enrollment)*

- Most recent utility bill; gas, electric or water**

AND one of the following

- Most recent cable service bill
- Most recent bank statement
- Most recent credit card bill
- Current homeowner's insurance policy and proof of premium payment

A driver's license, state ID or other acceptable photo identification must be provided by all.



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AFFIDAVIT #1
Verification of Residence in the District

I, _____, do hereby swear, **under penalty of perjury**, and attest that:
_____ is a child who lives with me at the following address:
_____, Illinois.

____ I have provided evidence of my residency pursuant to the requirements of Naperville Community Unit School District 203 by producing copies of:

OR

____ I am unable to provide evidence of my place of residence for the following reasons:

(If this item checked, must provide AFFIDAVIT #3 FROM THIRD PARTY evidencing residency)

II. This child does the following at the residence specified above:

____ Eats meals regularly ____ Sleeps overnight regularly
____ Spends weekends regularly ____ Spends summers regularly

III. My relationship to this child is:

____ Birth or adoptive parent (birth certificate required)
____ Legal guardian (certified court document required)
____ Other _____

I further hereby swear and attest, under penalty of perjury, that I understand that, under provisions of the Illinois School Code, 105 ILCS 5/10-20.12b(b), (e), and (f), a person who misrepresents his or her residence for the purpose of school attendance is guilty of a Class C misdemeanor and that the District is required to collect tuition from any such person.

I also understand that school district staff will evaluate my responses to the above request for information, along with other information available, to determine whether this child qualifies for attendance in the school district and that particular information provided does not guarantee school admission.

Signature

Date



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_____ is a child who lives with me at the following address:

_____, Illinois.

____ I have provided evidence of my residency pursuant to the requirements of Naperville Community Unit School District 203 by producing copies of:

OR

____ I am unable to provide evidence of my place of residence for the following reasons:

(If this item checked, must provide AFFIDAVIT #3 FROM THIRD PARTY evidencing residency)

II. This child does the following at the residence specified above:

____ Eats meals regularly ____ Sleeps overnight regularly
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____ Birth or adoptive parent (birth certificate required)
____ Legal guardian (certified court document required)
____ Other _____

I further hereby swear and attest, under penalty of perjury, that I understand that, under provisions of the Illinois School Code, 105 ILCS 5/10-20.12b(b), (e), and (f), a person who misrepresents his or her residence for the purpose of school attendance is guilty of a Class C misdemeanor and that the District is required to collect tuition from any such person.

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AFFIDAVIT #2
Affidavit of Lessor

I, _____, lessor, do hereby swear and attest, under penalty of perjury, that:

_____ (name of lessee) has entered into a residential lease agreement for the premises located at the following address:

_____:

The lease allows for occupancy of the above-stated residence beginning on _____, 20__ and is for a period of ____ (months/years, etc.).

The lessee has represented that ____ (number of) children will be residing with lessee at the above-stated address (please provide name(s) of children, if such information has been provided by lessee):

I further hereby swear and attest, under penalty of perjury, that this is not a false affidavit provided in violation of, or in order to assist another person in violating, the Illinois statutes, specifically 105 ILCS 5/10-20.12b(b), (e), and (f) that provide that misrepresentation of residence for the purpose of school attendance is a Class C misdemeanor and that the District is required to collect tuition from any person making such misrepresentation.

Name of Lessor: _____ **(Please print)**

Address of Lessor: _____

Phone Number: _____

Signature of Lessor

Date

Signature of Lessee

Date



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AFFIDAVIT #3
Third Party Resident Affidavit
Page 1 of 2 (please complete both sides)

TO BE COMPLETED AND SIGNED BY INDIVIDUAL ENROLLING CHILD, STUDENT 18 YEARS/OLDER or EMANCIPATED MINOR.

Student _____	School _____
Individual Enrolling Student _____	Home Phone _____
Relationship to Student _____	Cell Phone _____
Residence Street Address _____	City _____ Zip _____
Signature of Individual Enrolling Student _____	Date _____

TO BE COMPLETED AND SIGNED BY INDIVIDUAL RESPONSIBLE FOR RESIDENCE

Name _____	Home Phone _____
	Cell Phone _____
Residence Street Address _____	City _____ Zip _____

I certify that I have personal knowledge of the address of the following individuals: _____

I certify that the individuals named above are living at the following address: _____

I certify that the individuals named above began living at the address listed above on _____, 20____, and continue to live at that address through the date below.

AFFIDAVIT #3
Third Party Resident Affidavit
Page 2 of 2

I certify that I am responsible for this residence by ownership, lease, or other _____.

***Please attach proof of ownership/lease of the address where the parent/guardian, student age 18 or older or an emancipated student resides.**

Total number of: Persons living at this residence _____
Rooms in residence _____ Bedrooms in residence _____

State the reason for this living arrangement, including your relationship to the student and/or the individual enrolling the student: _____

I certify that this information is true and the individuals named above are living in my residence.

Signature of Individual Responsible for Residence

Date

I further hereby specifically swear and attest, under penalty of perjury, that this is not a false affidavit provided in violation of or in order to assist another person in violating the Illinois School Code, 105 ILCS 5/10-20.12b (b), (e), or (f), that provides that misrepresentation of residence for the purpose of school attendance is guilty of a Class C misdemeanor and that the District is required to collect tuition from any such person making such misrepresentation.

Signature of Individual Responsible for Residence

Date