

RESIDENCY/OCCUPANCY DOCUMENTATION CHECKLIST (Copies should be made in advance as these will be kept by the District)			✓
Parents/ Guardians Photo ID 1 document required	Valid MA license or ID, Passport, Military ID or other government-issued photo ID		☐
Evidence of Residency 2 documents required • signed affidavit • one item from the list	Signed affidavit of residency One item from the following list: • A record of the most recent mortgage payment and/or real estate tax bill • A copy of a real estate settlement statement and a record of the most recent payment • A copy of an executed purchase and sales agreement with a closing date and mortgage statement. The closing date and move-in date must be within two weeks of registration • A copy of current lease or a signed and notarized Landlord Living Agreement. The document must include the names of the children and be signed by both parties • A copy of a HUD lease or other public housing lease and a record of the most recent payment. The names of the children must be listed on the lease document and be signed by both parties		☐ ☐ ☐ ☐ ☐
Evidence of Occupancy 2 documents required • the two documents cannot be from the same category	Category 1 Copy of gas/oil bill or Copy of electric bill or Copy of cable bill or A statement or service or work order showing the service address and connection date Category 2 A copy of a homeowner's or rental insurance bill. The bill must be dated within the past 45 days and the name and address must be stated on the bill Category 3 A copy of an excise tax bill with corresponding car registration		☐ ☐ ☐ ☐ ☐
Total documents			5

