

7.60-AP2,E1 – Exhibit – Letter of Residence from Landlord in Lieu of Lease

A person seeking to enroll a child may use this form as evidence of residency when a signed lease is unavailable – other documents will also be required to establish residency. Return this completed form, signed by your landlord, to the Harlem Administration Center. The School District reserves the right to evaluate the evidence presented; completing this form does not guarantee admission.

To be completed and signed by the individual enrolling the child and returned to the Harlem Administration Center. Please print.					
_____	Child	_____	School		
_____	Child	_____	School		
_____	Child	_____	School		
_____	Individual enrolling the child	_____	Home Telephone		

Relationship to the child					

_____	Residence Street Address	_____	City	_____	Zip Code

_____	Landlord's Name	_____	Landlord's Telephone		

_____	Landlord's Address	_____	City	_____	Zip Code

_____	Signature of the individual enrolling the student	_____	Date		
To be signed by your landlord to verify that you are renting this residence.					
I certify that the individuals named above are living in the residence named above for the lease term of ____ / ____ / ____ through ____ / ____ / ____ and rent is paid through ____ / ____ / ____.					

_____	Landlord/ Property Mgmt. Co. Representative Signature	_____	Date		

WARNING:

_____ Initials If a student is determined to be a nonresident of the District for whom tuition must be charged, the persons enrolling the student are liable for nonresident tuition from the date the student began attending a District school as a nonresident.

_____ Initials A person who knowingly enrolls or attempts to enroll in this School District on a tuition-free basis a student known by that person to be a nonresident of the district is guilty of a Class C misdemeanor, except in very limited situations as defined in State law (105 ILCS 5/10-20.12b(e)).

_____ Initials A person who knowingly or willfully presents to the School District any false information regarding the residency of a student for the purpose of enabling that student to attend any school in that district without the payment of a nonresident tuition charge is guilty of a Class C misdemeanor (105 ILCS 5/10-20.12b(f)).

APPROVED: