



**Antioch School District 34**  
 Administration Office  
 964 Spafford Street  
 Antioch, IL 60002-1542  
 (847) 838-8401 (847) 838-8404 Fax

**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 Building Principal. 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 Principal. *Please print.***

Student's name	School	
Name of individual enrolling the child	Home Telephone	
Relationship to the child		
Residence street address	City	Zip code
Landlord's name	Landlord's telephone	
Landlord's street 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 \_\_\_\_/\_\_\_\_/\_\_\_\_

Landlord's signature	Date
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**WARNING:** If a student is determined to be a non-resident of the District for whom tuition must be charged, the persons enrolling the student are liable for non-resident tuition from the date the student began attending a District school as a non-resident.

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 non-resident 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).

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 non-resident tuition charge is guilty of a Class C misdemeanor. 105 ILCS 5/10-20.12b(f).

# Antioch Community Consolidated School District 34

## Accepted Documents for Proof of Residency

To verify residency, you must present proof of residency within School District 34 by providing one document from category I and two documents from category II.

### Category I (one document required):

#### **Homeowners:**

Most recent property tax bill

Current mortgage statement or mortgage papers/closing papers (for closing within last 60 days)

#### **Renters:**

Signed and dated lease and proof of last month's payment, e.g., canceled check or receipt

*Letter of Residence from Landlord in Lieu of Lease* form and proof of last month's payment, e.g., canceled check or receipt - **form is available on the district's website**

*Letter of Residence to Be Used When the Person Seeking to Enroll a Student is Living with a District Resident* form - **form is available on the district's website**

### Category II (two documents required):

Each document must have the current address:

Driver's license

Vehicle registration

Voter registration

Most recent credit card bill

Current public aid card

Current homeowners/renters insurance policy and premium payment receipt

Most recent gas, electric and/or water bill (cell phone bills are not accepted)

Receipt for moving van rental

**Important:** Antioch School District 34 reserves the right to evaluate the evidence presented, and merely presenting the items listed does not guarantee admission

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