

## DISTRICT ADDRESS CHANGE FORM INSTRUCTIONS

- Complete the **DISTRICT ADDRESS CHANGE FORM** located on the back of this form.
- Bring the completed form along with proof of residency to the Belvidere District 100 Central Office at 1201 Fifth Ave., Belvidere

### Proof of Residency Listed below:

- Current Lease **or** Property Tax Statement  
**AND**
- **one** of the following current utility bills (dated within 30 days)
  - Gas
  - Electric
  - Water
  - Garbage
- Once the above has been submitted and approved, changes will be made in our data system. Transportation will contact you with routing information, if applicable.



**DISTRICT ADDRESS CHANGE FORM**

**Student(s) Address (please print):**

**Student(s) Lives With (please print):**

<b>New Address:</b>	<b>Guardian Name &amp; Phone Number:</b>
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**ALL SCHOOL AGE SIBLINGS RESIDING AT THIS ADDRESS**

Name	Grade	Date of Birth	Current School	New School	Start Date (if school change)

**I understand that if I choose for my student(s) to stay at their current school, I must provide transportation for my student(s) for the remainder of the school year.**

**I have attached the below required documents:**

\_\_\_\_\_ Current Lease **or** Current Year Tax Bill **AND,**

**One of the following:**

\_\_\_\_\_ Electric, Water, Gas or Trash Bill (Must be dated within 30 days)

**Note: All utilities must state the service address and the mailing address is the same location.**

I certify that I completed and provided all the correct information to make the appropriate changes as per the Belvidere CUSD #100 policy.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date