

Fort Ann Elementary School

One Catherine Street
Fort Ann, NY 12827

Phone 518-639-5594 Fax 518-639-4341



Acceptable Proof of Residency

Please submit **2** documents from the list below

Category A:

- **Lease agreement or notarized statement from landlord** - must include tenants' names and physical address AND BE SIGNED
- **Copy of deed**
- **Voter registration card**
- **Auto insurance card/policy** - policy must be active
- **Homeowner's insurance policy** - must include name and full physical address of parent/guardian- must be active
- **Income Tax Form** - most recent year
- **School Tax bill** - most recent year
- **Mortgage Statement or other documents from your closing**
- **Pay Stub*** - must include name and full physical address of parent/guardian
- **Utility Bill*** - National Grid, Local water/sewer, cable
- **Notices/Award Letters from DSS, OTDA, SSA***

Category B:

Accepted only if none of the above are available and with approval of the District:

- **Notarized statement from a third party** - must include all tenants' names and the full physical address as well as the date tenancy began
- **Copy of proof of purchase contract with a letter from an attorney listing the expected closing date/time**

*Proof of Residency with * must be within 30 days of receipt by district.

Mrs. Crosbie
Registrar/Guidance Secretary
(518)639-5594 ext. 52101
Fax (518)639-4341
kcrosbie@fortannschool.org