

Address Verification

You will be required to present any one of the following items:

- A recent utility bill (gas, electric or water) in the parent/guardian's name. (Phone or cable bills are not acceptable.)
- A current lease agreement with parent/guardian's name. Name and phone number of the landlord must be provided in order to verify the lease.
- Two most-recent employment checks with the parent/guardian's name and address.
- Most recent check stub, received from the Department of Human Services or Social Security, addressed to the parent.
- Statement from the Department of Human Services or Social Security, addressed to the parent.
- Statement from the Department of Human Services or Social Security, on letterhead, indicating the address used by the parent for receipt of checks. Even if the parent has checks delivered to a post office box, the caseworker may be able to provide verification of an address for the parent, on the agency's letterhead.
- Statement from the Personnel Office of the parent's employer, on letterhead, indicating the address used by the parent for employment purposes and for submission of Internal Revenue Service (IRS) W-2 forms.
- Change of custody forms on Tuscarawas County Job and Family Services letterhead or court documents indicating a change of custodial parent (and address). These must be filed with the Division of the Registrar prior to the child being enrolled in school. If your child is already enrolled and will continue current assignment, the new custodial parent will need to go to the Division of the Registrar Office to file paperwork.
- Verification of Residency (Proof of Residency when living with someone else.) This form can be found on our website and must be signed by the homeowner and notarized.