

Bucks County Montessori Charter School

219 Tyburn Road, Fairless Hills PA 19030

215-428-6700 (phone) 215-428-6702 (fax)

PLEASE PROVIDE THE FOLLOWING DOCUMENTS FOR YOUR CHILD

- BIRTH CERTIFICATE
- PROOF OF RESIDENCY

Please attach this information to you application

BUCKS COUNTY MONTESSORI CHARTER SCHOOL ACCEPTABLE PROOF OF RESIDENCY FOR REGISTRATION AND ADMISSION

FAMILIES WHO OWN OR RENT A HOUSE:

- A. A current utility bill, the part with your name, address and date on it. (i.e.: Peco, Water, Oil, Cable, Gas or landline telephone)
- B. In addition to the above, the new registrant (parent/guardian) must produce at least **two** of the following to prove residency: driver's license, vehicle registration, vehicle insurance, bank statement, W2 form, or health insurance. These acceptable proofs must be current and must reflect the registration address.

Or if in the process of purchasing a home please have the following:

- C. Current Signed Sales Agreement (must have settlement date of 60 days or less from the beginning of the school year).

MULTIPLE OCCUPANCY (FAMILIES RESIDING WITH ANOTHER FAMILY)

Students entering Bucks County Montessori Charter School under multiple occupant status must have the multiple occupant application completed and notarized at time of registration. If homeowner is present at time of registration, the form does not need to be notarized. Multiple occupant applications are available online.

- A. Homeowner/lessee must provide a current utility bill, the part with your name, address and date on it. (i.e.: Peco, Water, Oil, Cable, Gas or landline telephone)
- B. In addition to the above, both the homeowner/lessee and the multiple occupants must produce at least **two** of the following to prove residency: Driver's license, vehicle registration, vehicle insurance, bank statement, W2 form, or health insurance. These acceptable proofs must be current and must reflect the registration address.

APARTMENT DWELLERS:

- A. New Lease Agreement with the child's name on it. The lease must be dated and signed by management within 30 days of registration.

OR

- B. A letter from the apartment management, on their letterhead, stating that they are aware that the child lives in the apartment. This letter must state parent's name, student's name, apartment number, current date and signed by management.
- C. If you are living in the apartment with another family, you need a letter from the apartment manager on their letterhead stating that they are aware that you and your child/children are living there. This letter must state parent's name, student's name, apartment number, current date and be signed by management. You also need to have the multiple occupant application completed and notarized at time of registration. If apartment lessee is present at time of registration, the form does not need to be notarized. Multiple occupant applications are available online.
- D. Whether you rent, or live with another family in an apartment, both apartment lessee and parent or guardian must also produce at least **two** of the following to prove residency: Driver's license, vehicle registration, vehicle insurance, bank statement, W2 form, or health insurance. These acceptable proofs must be current and must reflect the registration address.

MOBILE HOME PARKS:

- A. If you own the mobile home, bring a current utility bill, the part with your name, address and date on it. (i.e.: Peco, Water, Oil, Cable, Gas or landline telephone)
- B. If you are renting the mobile home, you need a letter from the mobile home park management on their letterhead. This letter must state parent's name, student's name, current date and be signed by management.
- C. If you are living in the mobile home with another homeowner, you need a letter from the mobile home park management on their letterhead stating that you and your child/children are living there. This letter must state parent's name, student's name, date and be signed by management. You also need to have the multiple occupant application completed and notarized at time of registration. If homeowner is present at time of registration, the form does not need to be notarized. Multiple occupant applications are available online. Homeowner must also provide a current utility bill, the part with your name, address and date on it. (i.e.: Peco, Water, Oil, Cable, Gas or landline telephone)
- D. Whether you own, rent, or live with another homeowner in a mobile home, both mobile home owner and parent or guardian must also produce at least **two** of the following to prove residency: Driver's license, vehicle registration, vehicle insurance, bank statement, W2 form, or health insurance. These acceptable proofs must be current and must reflect the registration address.