

**SCHOOL DISTRICT OF SPRINGFIELD TOWNSHIP  
CHANGE OF ADDRESS/PROOF OF RESIDENCY FORM**

If you have moved within the School District of Springfield Township, current proof of residency must be brought to the Springfield Township Administration Building within two weeks of your moving date. Students enrolled in our schools must live within the boundaries of Springfield Township. Unfortunately, if proof of current Springfield Township address is not established, your child may be disenrolled from the School District of Springfield Township. If you have a student who has been attending SDST schools and have a concern about your housing status, please contact our school social workers for assistance.

<u>Student Name</u>	<u>Grade</u>	<u>Age</u>	<u>Birthdate</u>

New Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

Permanent Address                      or                       Temporary Address

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Name of Parent/ Legal Guardian(s): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Required Proofs of Residence (all must have current township address):**

<b>Required Documents (both items required)</b>	<b>Proof of Residency (one item required)</b>
<input type="checkbox"/> Driver's license /Photo ID <input type="checkbox"/> Deed/current mortgage statement/current tax bill/current lease	<input type="checkbox"/> Utility Bill <input type="checkbox"/> Springfield Tax bill <input type="checkbox"/> Pay stub <input type="checkbox"/> W-2 from employer <input type="checkbox"/> Government ID card

***For office use only:***

- Required Documents Verified***
- Proof of Residency Verified***

***Change of Address Completed by:*** \_\_\_\_\_ ***Date:*** \_\_\_\_\_