



# Plantation Oaks Elementary

## Change of Address Form

Please complete and turn in to the Records Office

Student's Name: \_\_\_\_\_

Former Address: \_\_\_\_\_

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

Home Phone: \_\_\_\_\_

### **THE FOLLOWING MUST BE ATTACHED TO THIS FORM IN ORDER TO CHANGE THE ADDRESS**

The following are examples of acceptable primary proofs of residency:

- Mortgage Closing Statement (With Seller Contact Information)
- Current Lease Agreement (With Lessee Contact Information)
- Current Utility Bill (Clay Electric, JEA for Water or Clay Utility, Comcast Cable)

The following are examples of acceptable secondary proofs of residency:

- Bank or Credit Card Statement
- Valid Driver's License or Florida Identification Card
- Automobile Insurance
- Declaration of Domicile

If sharing housing with someone else, you will required to provide a Declaration of Domicile from the Clay County Clerk of Courts Office **with** the two primary proofs of residency from the individual(s) whose residence you are sharing and one other secondary proof of residency in your name.

Parent Signature: \_\_\_\_\_

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