



# SAN CARLOS SCHOOL DISTRICT

**Michelle Harmeier, Ed. D.**, Superintendent  
**Hans Barber**, Assistant Superintendent  
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San Carlos, CA 94070  
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Dear Parent:

District policy requires valid proof of residence for all students. In order to comply with residency requirements, parents who cannot provide the required proof of residence must complete the attached affidavit. Please read the following information carefully before signing and completing the affidavit. Also, **please note that the Primary Resident must also provide appropriate proof of residence (see Student Registration Checklist, Item #3).**

Sincerely,

Michelle Harmeier, Ed. D.  
Superintendent

**Initials are required after each statement.**

The San Carlos School District will actively investigate all cases where it has reason to believe false information has been provided on an affidavit, including the use of unscheduled home visits. \_\_\_\_\_ (Initial)

The District may refer cases in which false information has been intentionally provided to the San Mateo County District Attorney for further action and/or file civil action to recover damages incurred as a result of providing false information. \_\_\_\_\_ (Initial)

Persons who provide false information on an affidavit are subject to criminal prosecution for perjury, which is punishable by a fine and/or a prison term of up to four years in state prison. (Fam. Code Section 6552; pen. Code Section 118 & 126) \_\_\_\_\_ (Initial)

Persons providing false information on an affidavit also are civilly liable for fraud, negligent misrepresentation and negligence. Parties found civilly liable may be required to pay all damages caused to the District as a result of providing false information, as well as punitive damages Civ. Code Section 1709). \_\_\_\_\_ (Initial)

Persons who induce, obtain or otherwise solicit another person to provide false information on an affidavit are subject to the same criminal prosecution, fines, and imprisonment as the person directly committing perjury. (Pen. Code Section 127) \_\_\_\_\_ (Initial)

Investigations that reveal students have enrolled on the basis of providing false information will lead to immediate withdrawal from the District. \_\_\_\_\_ (Initial)

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Primary Resident

\_\_\_\_\_  
Date

--OVER--

**San Carlos School District**  
**1200 Industrial Rd. Unit 9**  
**San Carlos, CA 94070**  
**AFFIDAVIT OF PARENT RESIDENCE**  
**Valid for one school year only**

To be completed if residency requirements cannot be provided due to the fact that the parent and child(ren) are sharing a home with another person.

All sections must be completed and both signatures notarized. **DO NOT SIGN THIS FORM IF ANY OF THE STATEMENTS ARE INCORRECT.** Evidence that false information was provided will result in immediate withdrawal of the child from school.

**TO BE COMPLETED BY PARENT(S):**

School: \_\_\_\_\_ Student: \_\_\_\_\_ Grade: \_\_\_\_\_

(Last) (First)

School: \_\_\_\_\_ Student: \_\_\_\_\_ Grade: \_\_\_\_\_

(Last) (First)

Parent(s) \_\_\_\_\_

Address \_\_\_\_\_

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

The address listed above is my only residence. I agree to notify the San Carlos School District if there is any change in the status of my residency. I understand that home visitation and/or residency verification is part of a periodic process when residency is established by an Affidavit of Residence. I also understand that this Affidavit is valid for one school year only.

I swear (or certify) under penalty of perjury that the foregoing is true and correct.

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Date

**TO BE COMPLETED BY PRIMARY RESIDENT AND SIGNED IN THE PRESENCE OF A NOTARY PUBLIC:**

I, \_\_\_\_\_ declare I am the primary resident at the above address and the person(s) listed above resides with me on a full-time basis (seven days a week).

I agree to notify the San Carlos School District if there is any change in the status of the residency of the persons listed above. I understand that home visitation and/or residency verification is a part of a periodic process when residency is established by an Affidavit of Residence. I also understand that, in addition to, I must provide appropriate proof of residency as outlined in the District's "Student Registration Checklist".

I swear (or certify) under penalty of perjury that the foregoing is true and correct.

\_\_\_\_\_  
Signature of Primary Resident

\_\_\_\_\_  
Date

\_\_\_\_\_  
SUBSCRIBED AND SWORN TO ME THIS DATE

\_\_\_\_\_  
Signature of Notary Public

Dated: \_\_\_\_\_

(Stamp)