REQUIRED DOCUMENTATION FOR NON-PUBLIC TRANSPORTATION
Email documents to transportation@lynbrookschools.org

1. Proof of residency (see below; Option 1 or Option 2)
2. Proof of student’s age (copy of birth certificate, passport or other government document)
3. Parent/guardian government issued picture ID (driver’s license, passport, or other government document)
4. Lynbrook’s Central Registry verification form (see below)

PROOF OF RESIDENCY DOCUMENTS
OPTION 1: I own my home in the Lynbrook School District.

Homeowner Documents

1. Affidavit A: completed, signed by homeowner, and notarized
2. Copy of current school tax bill indicating School District #20
3. Two additional proofs of residency: W-2 form, automobile registration, bank statement, voter registration card, utility bill (gas, electric, water)
4. Central Registrar Verification Form

OPTION 2: I rent in the Lynbrook School District.

Landlord Documents

1. Affidavit B: completed, signed by the owner / landlord and notarized
2. Copy of house/apartment lease or rental agreement signed by the lessor and renter
3. Copy of current school tax bill indicating School District #20

~AND~

Renter Documents

1. Affidavit C: completed, signed by the renter / non-owner and notarized
2. Two additional proofs of residency: W-2 form, automobile registration, bank statement, voter registration card, utility bill (gas, electric, water)
3. Central Registrar Verification Form

*INFORMATION TO OBTAIN SCHOOL TAX BILL*

Town Of Hempstead 200 N. Franklin St. Hempstead, Ny 11550
(516-538-1500)

Identification is required to obtain a school tax bill
~or~
download your school tax bill by visiting the Town of Hempstead website & creating an online account.
AFFIDAVIT A

Lynbrook Public Schools
111 Atlantic Avenue
Lynbrook, NY 11563
(516) 612-5449

AFFIDAVIT for HOMEOWNER

STUDENT’S NAME (Print last name first)

STATE OF NEW YORK )
) ss.
COUNTY OF )

____________________________________, being duly sworn, deposes and says:

(NAME OF OWNER)

1. I understand that this statement is being made in order that ____________________________ may be admitted to the schools of the Lynbrook School District as a district resident and that any false statement made herein is punishable as a Class-A Misdemeanor pursuant to section 210.45 of the Penal Law of the State of New York.

2. I am the legal owner of ____________________________.

   (ADDRESS OF OWNER’S PROPERTY IN DISTRICT)

3. I reside at: ____________________________ Phone #: ____________________________

   (ADDRESS OF OWNER’S RESIDENCE)

4. I have provided the district with a copy of a (CHECK ONE):

   _____ current deed; _____ closing statement; _____ tax bill; _____ lease/sublease;
   _____ mortgage statement; or _____ other (please describe): ____________________________

   If you are unable to provide any of the above documents, please explain:

   ...................................................................................................................

5. The above-named property is the current residence of ____________________________

   (NAME PARENT/GUARDIAN/CUSTODIAN)

   and the above-named child.

6. The following names include ALL persons living at this address:

   1 ____________________________  5 ____________________________
   2 ____________________________  6 ____________________________
   3 ____________________________  7 ____________________________
   4 ____________________________  8 ____________________________
7. I understand that it is my responsibility to notify the school of any changes and/or circumstances with respect to this Statement (e.g. if my address or the student's address changes, or if the student is no longer a resident of the District.) Notification must be made within seven (7) days of effective change.

8. I further understand that if the above-named student is found NOT to be a legitimate resident of the Lynbrook School District, then I WILL BE LEGALLY RESPONSIBLE FOR AND WILL BE BILLED THE DISTRICT'S ANNUAL TUITION RATE PER YEAR, PER CHILD, RETROACTIVE to the first day of admission.

9. I also realize that theft of governmental service is a crime punishable under the State Penal Law, and that a false statement made in connection with this application will make me liable to criminal prosecution. I recognize that the Lynbrook School District will rely upon this representation with respect to domicile and I agree to bear legal responsibility for any inaccuracy of such representation. I further understand that the school district may make unannounced home visits to verify residence within the district. The District reserves the right to investigate any student's residency by any legal means available.

I, ______________________________ (name of owner) do hereby swear (or affirm) that all information I provided in this statement is true and accurate.

Sworn to before me

this____________________day of__, 20____

____________________________   ______________________________
NOTARY PUBLIC SIGNATURE OF HOMEOWNER

HOMEOWNER'S CONTACT INFORMATION:
NAME: ______________________________
ADDRESS: ______________________________
____________________________________
PHONE #: ______________________________
EMAIL: ______________________________
AFFIDAVIT for LANDLORD

STUDENT’S NAME (Print last name first)

STATE OF NEW YORK       )
   ) ss.
COUNTY OF                )
__________________________, being duly sworn, deposes and says:
(NAME OF OWNER)

1. I understand that this statement is being made in order that __________________________ may be admitted to the schools of the Lynbrook School District as a district resident and that any false statement made herein is punishable as a Class-A Misdemeanor pursuant to section 210.45 of the Penal Law of the State of New York.

2. I am the legal owner of__________________________________________________________.
   (ADDRESS OF OWNER’S PROPERTY IN DISTRICT)

3. I reside at ___________________________________________Phone # ____________________
   (ADDRESS OF OWNER’S RESIDENCE)

4. I have provided the district with a copy of a (CHECK ONE):
   _____ current deed; _____ closing statement; _____ tax bill; ____ lease/sublease;
   _____ mortgage statement; or _____ other (please describe): __________________________
   If you are unable to provide any of the above documents, please explain:
   ____________________________________________________________________________

5. The above-named property is the current residence of ____________________________
   (NAME PARENT/GUARDIAN/CUSTODIAN)
   and the above-named child.

6. The lease agreement for the above-listed residence is set to expire on____________________
   (LEASE EXPIRATION DATE)

7. The following names include ALL persons living at this address:
   1__________________________      5__________________________
   2__________________________      6__________________________
   3__________________________      7__________________________
   4__________________________      8__________________________
8. The terms and conditions of said tenancy are as follows: (specify rent, intervals, etc.)

9. I understand that it is my responsibility to notify the school of any changes and/or circumstances with respect to this Statement (e.g., if the tenant vacates the property, if the student's address changes, or if the student is no longer a resident of the District.) Notification must be made within seven (7) days of effective change.

10. I further understand that if the above-named student is found NOT to be a legitimate resident of the Lynbrook School District, then I WILL BE LEGALLY RESPONSIBLE FOR AND WILL BE BILLED THE DISTRICT’S ANNUAL TUITION RATE PER YEAR, PER CHILD, RETROACTIVE to the first day of admission.

11. I also realize that theft of governmental service is a crime punishable under the State Penal Law, and that a false statement made in connection with this application will make me liable to criminal prosecution. I recognize that the Lynbrook School District will rely upon this representation with respect to domicile and I agree to bear legal responsibility for any inaccuracy of such representation. I further understand that the school district may make unannounced home visits to verify residence within the district. The District reserves the right to investigate any student's residency by any legal means available.

I, ________________________________ (name of owner) do hereby swear (or affirm) that all information I provided in this statement is true and accurate.

Sworn to before me

this_____________________ day of __, 20____

_________________________ __________________________
NOTARY PUBLIC SIGNATURE OF LANDLORD

LANDLORD’S CONTACT INFORMATION:
NAME: ___________________________
ADDRESS: _______________________
PHONE #: ________________________
EMAIL: __________________________
AFFIDAVIT C

Lynbrook Public Schools
111 Atlantic Avenue
Lynbrook, NY 11563
(516) 612-5449

AFFIDAVIT for RENTER/NON-OWNER

STUDENT’S NAME (Print last name first)

STATE OF NEW YORK )

) ss.

COUNTY OF )

, being duly sworn, deposes and says:
(PARENT/GUARDIAN/CUSTODIAN)

1. I understand that this statement is being made in order that my child, ________________________, may be admitted to the schools of the Lynbrook School District as a district resident and that any false statement made herein is punishable as a Class-A Misdemeanor pursuant to Section 210.45 of the Penal Law of the State of New York.

2. I am the ______________________ of the above-named child, and we reside at:
   (PARENT/GUARDIAN/CUSTODIAN)

   _______________________. This residence is described as follows:
   (ADDRESS OF PARENT/GUARDIAN’S RESIDENCE)

   BE SPECIFIC: _______________________.
   (e.g., type of dwelling: basement apartment, second-floor apartment, 1-family residence, 2-family residence, etc.)

   The above-named residence has: _____ bedroom(s), _____ bathroom(s), and _____ kitchen(s).
   (#) (#) (#)

3. Since _____________, the above-named residence has been, and continues to be, my actual and only permanent residence. The above-named residence is the actual and only permanent residence of ________________________, who lives with me.
   (NAME OF CHILD)
4. My living arrangement at the above-named residence is governed by (PLEASE CHECK ONE):
   a. ______ a formal lease (attach copy of lease and Owner’s Affidavit).
   b. ______ other (attach rental agreement and Owner’s Affidavit).

If you are unable to provide either of the above documents, please explain:
________________________________________________________________________________

5. I have attached copies of two of the following documents as additional proof of residency:
   ___ Electric Bill
   ___ Gas Bill
   ___ Water Bill
   ___ Oil Bill
   ___ Bank Statement
   ___ Car Registration
   ___ Voter Registration Card
   ___ Other (Please describe): ___________________________________________________

If you are unable to provide two of the above documents, please explain: ________________
___________________________________________________________________________

6. The terms and conditions of my tenancy are as follows: ________________________________

   (SPECIFY RENT, INTERVALS DUE, etc.)

7. The above-named student and his/her family are living in the above-listed residence because:
   _________________________________________________________________

   (SPECIFY REASONS FOR CURRENT LIVING ARRANGEMENT)

8. The following names include ALL persons living at the above-named residence:

   1__________________________________________________________  5__________________________________________________________
   2__________________________________________________________  6__________________________________________________________
   3__________________________________________________________  7__________________________________________________________
   4__________________________________________________________  8__________________________________________________________

9. My previous address was_________________________________________ where I lived with:
   ______________________________________________________________
   ______________________________________________________________
   ______________________________________________________________ (List each person)

I terminated my residency of these premises on this date: _________________________.
10. I have attached at least two (2) pieces of official mail recently sent via the United States Postal Service.

11. I understand that it is my responsibility to notify the school of any changes and/or circumstances with respect to this Statement (e.g. if my address or the student's address changes, or if the student is no longer a resident of the District.) Notification must be made within seven (7) days of effective change.

12. I further understand that if the above-named student is found NOT to be a legitimate resident of the Lynbrook School District, then I WILL BE LEGALLY RESPONSIBLE FOR AND WILL BE BILLED THE DISTRICT’S ANNUAL TUITION RATE PER YEAR, PER CHILD, RETROACTIVE to the first day of admission.

13. I also realize that theft of governmental service is a crime punishable under the State Penal Law, and that a false statement made in connection with this application will make me liable to criminal prosecution. I recognize that the Lynbrook School District will rely upon this representation with respect to domicile and I agree to bear legal responsibility for any inaccuracy of such representation. I further understand that the school district may make unannounced home visits to verify residence within the district. The District reserves the right to investigate any student's residency by any legal means available.

I, ______________________________ (name of renter) do hereby swear (or affirm) that all information I provided in this statement is true and accurate.

Sworn to before me

this _________________ day of __, 20__

______________________________  _________________________________
NOTARY PUBLIC SIGNATURE OF RENTER/ NON-OWNER

RENTER’S CONTACT INFORMATION:

NAME: ______________________________
ADDRESS: ___________________________
_____________________________________
PHONE #: ____________________________
EMAIL: ______________________________
LYNBROOK PUBLIC SCHOOLS
CENTRAL REGISTRY VERIFICATION FORM

Please read the following and sign below before re-registering your child.

Students not residing within the Lynbrook Public Schools boundary are not entitled to any educational services.

My signature grants permission to Lynbrook Public Schools to investigate any information provided in this registration packet and to make home visits in order to verify residency. Any person or persons, in addition to parents or legal guardians who provide false information for the purpose of attending Lynbrook Public Schools will be prosecuted to the fullest extent of the law. The making of a knowingly false statement on any registration form constitutes a "Class A" misdemeanor.

NOTICE

PENAL LAW SECTION 210.05: A person is guilty of perjury in the third degree when he swears falsely. Perjury in the third degree is a Class A misdemeanor. A Class A misdemeanor is punishable by up to six months in prison or a fine up to $1,000. All misdemeanor convictions carry a $60 surcharge in addition to any others penalty or fine imposed.

The District reserves the right to take legal action to collect tuition charges, which may exceed $10,000 if the student is illegally registered. Residency information is investigated randomly on a regular basis.

Parent or Legal Guardian (Circle One)

______________________________  __________________________  ________________
Signature                  Print Name                  Date