

The Wickliffe City School District

OWNER/CURRENT LESSEE FORM

This form is required if a child or children is/are residing in the City of Wickliffe and the custodial parent/guardian of the child(ren) does not own or rent a dwelling/apartment in their name (i.e., student and custodial parent/guardian is living with another family, individual, relative within the District's boundaries).

DIRECTIONS:

This owner/current lessee form must be completed in the presence of school office personnel OR by sworn statement with a notary public. If completing in-person all parties must present ID (driver's license or state ID). Submit the following to the Secretary – Attendance & Registration at Wickliffe Middle School, 29240 Euclid Ave., Wickliffe, Ohio 44092:

- Owner/Current Lessee Form
- Copy of mortgage, purchase agreement or current lease
- Current gas or electric bill with address
- Most current real estate tax bill/receipt with address

I, _____ (owner/lessee), certify that I am the owner/lessee of the dwelling/apartment located at _____ (address) in the City of Wickliffe, Ohio.

I further certify that _____ (custodial parent/legal guardian/person residing with owner/lessee) and his/her family has established permanent residence with me in the dwelling/residence, and, to the best of my knowledge are not maintaining a separate residence elsewhere.

I understand that it will be my responsibility to notify Wickliffe Elementary School at 440-943-0320, Wickliffe Middle School at 440-943-3220 or Wickliffe High School at 440-944-0800 when the above-named tenant and his/her family no longer resides in my dwelling/apartment.

I realize that should any of the above statements be false, I am liable for any penalties which the law provides under the criminal code.

Signature of owner/lessee

Printed name of owner/lessee

Signature of custodial parent/guardian

Printed name of custodial parent/guardian

Sworn to before me and subscribed in my presence on this ____ day of _____, in the year _____.

Signature of Notary Public

Affix Notary Stamp: