#### PROOF OF RESIDENCY

State law requires that all students attending Clover School District (York 2) must reside with legal residents of the district. Generally, a student must be living with a parent or legal guardian who resides within the boundaries of our school district and possesses appropriate custody documents. At the time the student is registered, parents/guardians will be required to provide all necessary custodial documentation and documents required for verification of residency as outlined below. **New Clover School District Enrollees must provide photo identification**.

Registration of a student who is not a resident as defined above is a fraudulent act. Any student found to have been fraudulently registered will be dropped from Clover School District rolls. District policy states that parents/guardians making a fraudulent registration may be charged tuition for the period of time the fraud occurred.

#### **VERIFICATION REQUIRED FOR PROOF OF RESIDENCY**

## Homeowners (must prove primary residence with Residential Improved Occupied designation):

- Residential Improvement Occupied (RIO) from tax records showing name, address and primary residence designation (see below to access these records online); and
  - CLICK LINK TO FIND TAX RECORD
  - Vehicle tax records are not accepted
- One (1) secondary proof:
  - o SC Driver's License or SC state issued ID with name and address; or
  - Utility bill with name and address (dated within the last 30 days)

# If you have recently moved and cannot supply RIO, please submit one of the following:

- Certificate of occupancy with date, homeowner's name and address; or
- Official closing statement on your primary residence with date, homeowner's name and address: and
- One (1) secondary proof:
  - o SC Driver's License or SC state issued ID with name and address; or
  - Utility bill with name and address (dated within last 30 days)

# **Future Homeowner/Home Builder**

- Signed home builder's contract with the closing (dated up to 8 weeks from students' start date)
- After closing, homeowners need to provide:
  - Official bank closing statement on home with homeowner's name and address within 30 days; and
- One (1) secondary proof:
  - SC Driver's License or SC state issued ID with name and address; or
  - Utility bill with name and address (dated within last 30 days)

### Commercial Renters (renting from an apartment complex):

- Original copy of current lease with rentor and rentee's name, address, and phone number with
  official, dated rent receipt from rentor with rentee's name, address, and phone number; and
- One (1) secondary proof:
  - o SC Driver's License or SC State issued ID with name and address; or
  - Utility bill with name and address (dated within last 30 days)

### **Private Renters (renting from a private landlord):**

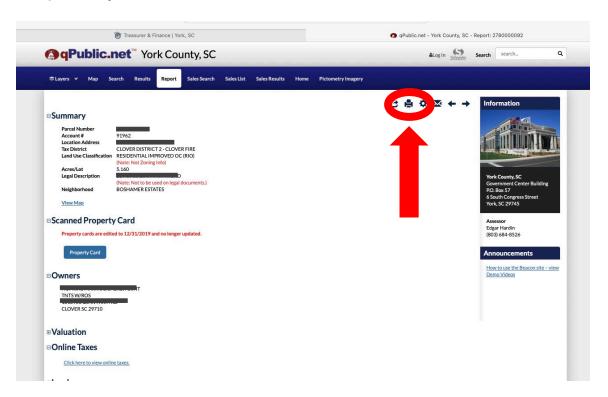
- Original copy of current lease with rentor and rentee's name, address, and phone number with dated rent receipt with renter's name, address, and phone number; and
- Property deed with homeowner's name and address or RIO from property tax receipt with name and address of owner (see below to access these records online); and
  - CLICK LINK TO FIND PROPERTY OWNER'S TAX RECORD
- One (1) secondary proof:
  - SC Driver's License or SC state issued ID with name and address; or
  - Utility bill with name and address (dated within the last 30 days)

Residing with someone (Parent/Guardian along w/children): (Notarized Residency Verification Form) along with a minimum of one (1) of the following <u>from homeowner</u>:

- Property deed with homeowner's name and address; or
- Certification of occupancy with homeowner's name and address; or
- RIO from property tax receipt/bill with homeowner's name and address; or
  - CLICK LINK TO FIND TAX RECORD
  - Vehicle tax records are not accepted
- Official closing statement with homeowner's name and address; and
- From parent residing with homeowner, one (1) secondary proof:

SC Driver's License or SC state issued ID with name and address, benefit statement, bank statement or bill with name and address

## 1) Select print Icon



# 2) Select print or select PDF

