# Loudoun County Public Schools

## CHANGE OF ADDRESS FORM

(Please print)

<table>
<thead>
<tr>
<th>Name of Student(s)</th>
<th>Grade(s)</th>
<th>Birth Date(s)</th>
<th>ID #(s)</th>
<th>School</th>
</tr>
</thead>
<tbody>
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</table>

Parent’s Name_____________________________________________________

Old Address_______________________________________________________

__________________________________________________________________

New Address ______________________________________________________

__________________________________________________________________

Is this move a result of any of the following?    __  NO    ____  YES (If YES, please circle any that apply)
Foreclosure  Eviction  Flood/Fire/Natural Disaster  Fleeing Domestic Abuse  Economic Hardship  Other

New Phone #(s): (h)_____________ (w)______________ (c)_____________ (name ________)  
(h)_____________ (w)______________ (c)_____________ (name ________)  

Email address:_____________________________________________________

It is understood that the information provided by the undersigned is accurate. Any attempt to falsify information shall result in withdrawal of the student(s), and the appropriate tuition charge shall be assessed for each student(s) found not to be residents in Loudoun County. Under §22.1-264.1 of the Code of Virginia, any person who knowingly makes a false statement concerning the residency of a child for the purposes of avoiding tuition or enrollment in a school outside the student’s attendance zone, shall be guilty of a Class 4 misdemeanor.

Parent’s Signature_______________________________    Date___________

Address changes will not be made without one of the following: A signed lease, settlement papers, mortgage statement or determination of housing status document. Additional documentation may be requested.

To ensure that you continue to receive important academic information and related mailings from your school, **return the required documents and this form directly to your school**.

<table>
<thead>
<tr>
<th>For School Personnel Only</th>
<th>Proof of residency verified</th>
<th>Change entered in Phoenix</th>
<th>McK-V eligible</th>
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<tbody>
<tr>
<td></td>
<td>initials</td>
<td>initials</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>date</td>
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<td>No</td>
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<tr>
<td></td>
<td>document seen</td>
<td></td>
<td>Forms sent</td>
</tr>
</tbody>
</table>

Form C-10           2021

For School Personnel Only

Proof of residency verified | Change entered in Phoenix | McK-V eligible
---------------------------|----------------------------|----------------|
____ entries                | initials                   | Yes            |
____ date                   | date                        | No             |
____ document signed        |                             | Forms sent     |