



Tri-Village Local School District Family Change of Address

Please Print Clearly

Student Name: _____ Grade: _____

Student Name: _____ Grade: _____

Student Name: _____ Grade: _____

Student Name: _____ Grade: _____

Student Name: _____ Grade: _____

Student Name: _____ Grade: _____

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Old Phone #: _____

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New Phone #: _____

Type of change: (please check one)

- Family moved to new location
- Change of custody
Guardian/custodial parent name: _____
- Marital separation/divorce
Custodial parent name: _____
- Court Placement
Guardian name: _____

Which phone numbers are preferred to be used with One Call Now? (max of 2)

1. _____

2. _____

Date Change Takes Effect: _____

Parent Name: _____

Please Print

Parent Signature: _____

**** Please turn into any school office for processing. ****

~ Office Use Only ~

Proof of Residency Received

- Lease Agreement
- Bank Statement
- Utility Bill
- Paystub
- Real Estate Tax Bill
- Mortgage Statement
- Other: _____

~ Please distribute to all applicable buildings before submitting to EMIS Coordinator for signature ~

- DASL** VES VMS VHS
- Notify homeroom teacher** VES only
- IEP folder** VES VMS VHS
- Notify Transportation Dept**

- Permanent Folder** VES VMS VHS
- Emergency (EMF)** VES VMS VHS
- Notify guidance counselor** VES VMS VHS

EMIS Coordinator Signature: _____

One Call Now EMIS