



# HAVE YOU MOVED? We need your help!

To officially change your mailing address, you must notify

[Enrollment Services](#) **and** provide us with **two current address verification documents.**

You must do this even if you have notified your student's school.

**Please check the two documents you are sending with this notice:**

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Telephone bill              | <input type="checkbox"/> Cell phone bill     | <input type="checkbox"/> DSHS documents     |
| <input type="checkbox"/> Seattle City Light bill     | <input type="checkbox"/> PSE bill            | <input type="checkbox"/> Other utility bill |
| <input type="checkbox"/> Lease or mortgage documents | <input type="checkbox"/> Insurance documents | <input type="checkbox"/> Medical Coupon     |
| <input type="checkbox"/> Tax documents               | <input type="checkbox"/> Court documents     | <input type="checkbox"/> Other_____         |

**Please complete:**

_____			_____		_____	
Child's Last Name	First Name	Birth Date or School ID Number				
_____		_____	_____	_____	_____	
New Street Address	Apt	City	State	Zip Code		
_____		_____	_____	_____	_____	
Parent/Guardian Signature	Please Print Name	( ) _____	( ) _____			
		Home Phone	Work Phone			

**List information for other children in the family who attend Seattle Public Schools and live at this same address:**

_____			_____		_____	
Child's Last Name	First Name	Birth Date or School ID Number				
_____		_____	_____	_____	_____	
Child's Last Name	First Name	Birth Date or School ID Number				

**Mail, fax, or bring your information to one of the following locations:**

Enrollment Services Center John Stanford Building Mail Stop 11-161 2445 Third Ave. S., 98124 Tel: (206) 252-0760 Fax: (206) 252-0761	Bilingual Family Center Aki Kurose Middle School (Room 401) Mail Stop SE-663 3928 South Graham Street, 98118 Tel: (206) 252-7750 Fax: (206) 252-7751
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**By completing this form, you will ensure that you continue to receive important school and transportation mail. Thank you for your help!**