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Dear \_\_\_\_\_,

Periodically we review the residency verification of students. We are requesting that you provide three current documents that verify your residency in Quincy by \_\_\_\_\_.

Documents accepted are:

Utility Bills  
Registry of Motor Vehicles Registration  
Comcast/Direct TV Bill  
Mail received at your address  
Payroll receipts  
City water and/or tax bill

**Under Massachusetts General Laws, Chapter 76, Section 5, it states that “Every person shall have to right to attend the public school of the town where he/she actually resides, subject to the following section. No school committee is required to enroll a person who does not actually reside in the town unless said enrollment is authorized by law or by the school committee. Any person who violates or assists in the violation of this provision may be required to remit full restitution to the town of the improperly-attended public school.”**

Please be advised that due to the ongoing concerns of residency within Quincy, the Supervisor of Attendance may do periodic check-ins at your home until the matter is fully resolved.

If at anytime it is determined that \_\_\_\_\_ does not reside at your listed home address on record, as a full-time resident in Quincy, you will be notified immediately.

Thank you in advance for your cooperation.

Sincerely,