



## CHANGE OF ADDRESS FORM

Change of address notifications must be submitted in writing **to the school that your child attends** by using this form and **will take up to 5 days to go into effect.**

Please return this form to the main office at your child's school. If you have children at multiple schools, it is only necessary to turn the form in to the main office at one of the schools your children attend. Please remember to sign and date the form at the bottom, as this is required to process your request. You may also sign, scan, and e-mail this form to the school's Main Office. Contact information can be found on the school website. If you are changing/adding daycare, the daycare change form must be completed and sent to Don's Bus Services.

Parent's Name: \_\_\_\_\_ Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Student Name: \_\_\_\_\_ Grade/Bldg: \_\_\_\_\_

Student Name: \_\_\_\_\_ Grade/Bldg: \_\_\_\_\_

Student Name: \_\_\_\_\_ Grade/Bldg: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_