

**Niagara Wheatfield Central School District Transportation Department
2260 Saunders Settlement Rd, Sanborn, NY 14132**

**Private/Parochial School Transportation Request Form
School Year: _____**

In accordance with the State Education Department Law, this form must be completed in its entirety **for each individual child** and **returned** to the Niagara Wheatfield Transportation Department (address stated above) ***prior to April 1***.

Please print the following information:

Previous School Attended: _____

Transportation to _____
Name of School Address City/State/Zip

Name of Student: _____ **Male/Female**
First Name Last Name Circle one

Grade: _____ **Date of Birth:** _____ **Parents/Guardians:** _____
(must be 5 yrs old on or by 12/1 and GRADE K must provide birth certificate)

Mailing Address: _____

Home Address: _____
(if different from mailing address)

Home Phone #: _____ **Work Phone #:** _____ **Cell #:** _____

A.M. transportation needed: yes / no ----- P.M. transportation needed: yes / no (circle one)

Please check appropriate item:

- There are no changes*** in address, school, custody and/or legal residence (other than grade level) for your request for private/parochial transportation from the 2016/2017 school year to the 2017/2018 school year. ***This form can be mailed to the above address.***

- For new students or students with changes*** in address, school, custody and/or legal residence from the 2016/2017 school year to the 2017/2018 school year. I have attached two proofs of residency as requested (see reverse side for listing of acceptable primary and secondary proofs of residence). **This form, along with acceptable primary and secondary proofs of residency, must be sent to the above address.**

Signature of Parent/Guardian: _____ **Date:** _____

Office Use Only: _____ Date received _____ Date Approved _____ Transportation Start Date

(see page two (2) for proof of residency list)

(Busing will not be provided if the distance is greater than 15 miles from your home one way, as per the State Education Department guidelines. Also, late transportation requests will not be honored if the request requires the addition of a new bus route. Busing to private and parochial schools will not be provided on days that Niagara Wheatfield District is closed.)

NIAGARA WHEATFIELD CENTRAL SCHOOL DISTRICT
Proof of Residency List

It will be necessary for you to provide *one* form of **Primary Proof** and at least *one* form of **Secondary Proof**.

All forms of proof must be dated within three months of presentation.

Acceptable Primary Forms of Proof:

1. Residential tax bill for improved residential real property within the District, in the name of a parent or Legal Guardian.
2. Lease Agreement and rental receipt in the name of a parent or Legal Guardian, for improved residential real property within the District, with name, address and telephone number of landlord for verification purposes.
3. Residential mortgage instrument or deed, duly recorded in the Niagara County Clerk's Office in the name of a parent or Legal Guardian, which describes real property with a residential address within the District.

Acceptable Secondary Forms of Proof:

4. Utility bill (electricity, telephone, water/sewer or natural gas or propane) for service at a residential address within the District being billed in the name of a parent or Legal Guardian.
5. Utility company (electricity, telephone, water/sewer or natural gas or propane) letter indicating service to begin within thirty (30) days at a residential address within the District being billed in the name of a parent or Legal Guardian.
6. Bank statement in the name of a parent or Legal Guardian, addressed to a residential address within the District.
7. Social Security correspondence or statement addressed in the name of a parent or Legal Guardian, addressed to a residential address within the District.
8. U.S. Postal Service verification of change of address to a residential address within the District, in the name of a parent or legal guardian.
9. Federal or NYS income tax documentation with preprinted name and address, addressed in the name of a parent or legal guardian, addressed to a residential address within the District, such as a W-2 Form, preprinted label from government, or income tax return with preprinted label.
10. A certificate of occupancy for residential real estate for real property within the District addressed and/or issue in the name of a parent or Legal Guardian.
11. A Policy binder of homeowners or residential renters insurance for residential real property within the District addressed and/or issued in the name of a parent or Legal Guardian.
12. Other proof acceptable to a District administrator.