



Date:

To Whom It May Concern:

Please be advised that _____ is an employee with _____ arriving in the US for residency in the US. He / She will be temporarily residing at the address on the attached lease until locating permanent housing within the school district.

We kindly request that you accept this letter and the signed lease as proof of residency to enroll the assignee's child(ren) in school.

Sincerely,