

CITY OF HARTFORD
RESIDENCY AFFIDAVIT

The City of Hartford requires that you provide irrefutable evidence to substantiate that at the date of application for employment you are domiciled in the City of Hartford. For the purposes of this Request, **“DOMICILED”** is defined to be “that place where an individual has his or her true, fixed, and permanent home, where he or she normally eats and sleeps and maintains his or her personal effects.”

You are required to complete and submit this form at the time of your application for employment. You must also be prepared to submit any additional documentation, as the Director of Human Resources may require. This information will be subject to verification during the background investigation.

NOTICE: THE APPLICANT BEARS THE BURDEN TO SHOW LEGAL DOMICILE. ANY FALSE OR MISLEADING STATEMENTS WILL RESULT IN IMMEDIATE DISQUALIFICATION OR DISMISSAL.

Position Applied for & Exam Number: _____

I, _____, hereby attest that I am a bona fide resident of the
Name of Applicant (*Please Print*)

City of Hartford, who, as of the date of the application for the above position was filed, is domiciled within the City of Hartford. Evidence to substantiate my claim for residency is provided as follows:

Complete all statements. **Must have proof of the following:**

1. _____
[] I own _____ Address
[] I rent _____
[] other (explain) _____

If renting, please provide the following and a **copy of the lease:**

Name and Address of Landlord Phone number

2. [] I do not own property outside the City of Hartford
[] I own property outside the City of Hartford

Where? Explain _____

3. I have lived in the City of Hartford since ____ / ____ / ____
Mo. Day Year

(Over)

4. I have a driver's license and **have provided a copy.**
 I do not have a driver's license

5. I do not own a motor vehicle
 I own (a) motor vehicle(s)

License Plate # Make & Model of Vehicle Town where vehicle is registered

License Plate # Make & Model of Vehicle Town where vehicle is registered

6. I am a registered voter in the City of Hartford
 I am not a registered voter
 I am a registered voter in another town (*Please Specify*) _____

7. I **have provided a copy** of at least one of the following utility bills:
 telephone
 electric/gas
 cable
 other material showing your Hartford address (ie. bills, bank statement, magazine label)

8. If you are unable to complete any of the above, please explain the unusual circumstances.

If you fail to provide the above information/documentation for bona fide residency, it may result in your disqualification as a non resident and you will not be considered further in this recruitment process.

I hereby certify that ALL statements made by me on this application are true, complete and correct. I understand and agree that if I make any false or misleading statements of fact, I am subject to immediate disqualification, rescinding of certification, or dismissal and to such other penalties prescribed by the law.

Signature of Applicant

Date

** Please provide your own copies of the above documentation. Photo copies made at the Department of Human Resources are 50 cents per page.*

FOR OFFICE USE ONLY:

Residency Approved by : _____ Date : _____