

Chautauqua County Department of Human Resources
Gerace Office Building
3 North Erie St.
Mayville, NY 14757

Candidate Residency Declaration

Important Information to Candidates:

1. This declaration is part of your application for examination or employment. Your residence for the purposes of your application for examination/employment is defined as the place where you have a permanent home; to where, when you are absent, you have the intention of returning to remain indefinitely. Section 50 of Civil Service Law provides that any candidate who has intentionally made a false statement or has practiced, or attempted to practice, any deception or fraud in his application, in his/her examination, or in securing his eligibility or appointment may be disqualified.

2. To declare a change of residency, complete the following statements and return to this office after notarization.

Previous Address: _____

New Address: _____

Effective Date of New Address: _____

As evidence of this change of residence, I enclose copies of the following documents which show my new residence: (**NOTE:** A minimum of two acceptable documents from the list below are required)

- NYS driver's license or statement of identity with MV-2168 new address tag affixed to back of license
- NYS professional license (Registered Nurse, etc.)
- NYS pistol permit
- Annual Social Security statement for the current year
- Jury duty notice served with 1 year
- Utility Bill (example: electricity, telephone, etc.)
- Current proof of homeowners/renter insurance
- Voter registration card issued by the Board of Elections within 1 year
- Military orders that are still in effect
- Proof of current mortgage
- Property or school tax bill or receipts within 1 year (must state current address both on mailing portion and portion stating what property is being taxed)
- Residential lease issued within 1 year
- SSI award statement
- Unemployment benefits statement issued within 1 year
- Welfare benefit statement issued within 1 year

TO BE SWORN BEFORE A NOTARY PUBLIC OR COMMISSIONER OF DEEDS

I hereby certify that the foregoing statements made by me are full and true to the best of my knowledge and belief.

Candidates Signature: _____ Date: _____

Sworn to me before this _____ day of _____, 20____.

Notary Public or Commissioner of Deeds