

STATUTORY DECLARATION

For **Owners/Head Tenants** to be completed and witnessed by a Justice of the Peace or solicitor

I/We (Enter your Full Name)

of (Enter the address where you live)

(Enter your occupation - for example, bricklayer, teacher, unemployed)

Solemnly and sincerely declare that

(List the facts in your own words, see next page for an example)

Note: What you write must be true. You can be prosecuted if you make a false declaration.

I/we make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Act 1957.

Note: Do not complete the following section until you are with the person witnessing your declaration.

Your signature

Declared at (Place, for example town or city)

(Day/month/year)

<input type="text"/>	<input type="text"/>
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Before me (Name of official witness)

Signature of official witness

Making a statutory declaration

- You make a statutory declaration when you need to confirm that something is true.
- A statutory declaration is a written document that must be completed in front of an authorised witness (for example a Justice of the Peace or a Solicitor).
- It is your responsibility to ensure your declaration is correct and meets all the necessary legal requirements. It is a crime to make a false declaration.

The statutory declaration from the homeowner must include all of the following in the homeowner's handwriting (do not type):

- That you are the legal owner of the home which is in-zone for Mission Heights Junior College.
- The names of all the people associated with the application to Mission Heights Junior College living in your home.
- The date the named people (associated with the application to Mission Heights Junior College) commenced living in your home.
- The number of rooms being occupied by the named people (associated with the application to Mission Heights Junior College) in your home. If this is a separate Granny Flat, please state this.
- That you will advise the school in writing if the above named people (associated with the application to Mission Heights Junior College) leave your home address, within 5 working days of their departure.

The statutory declaration from the legal head tenants, responsible for the property must include all of the following in the homeowner's handwriting (do not type):

- The names of all the people (associated with the application to Mission Heights Junior College you are adding as flatmates living with you.
- That you, as the legal head tenant, have permission to have the named people (associated with the application to Mission Heights Junior College) living at the rented address (the school will verify this).
- The date the named people (associated with the application to Mission Heights Junior College) commenced living at the address you legally rent.
- The number of rooms being occupied by the people (associated with the application to Mission Heights Junior College) living at the address you legally rent. If a separate Granny Flat, please state this.
- That you will advise the school in writing if the above named people (associated with the application to Mission Heights Junior College) leave the address you legally rent, within 5 working days of their departure.