CITY OF GLENDALE
COMMUNITY SERVICES & PARKS DEPARTMENT
Glendale Resident/Non-Resident Policy

This policy:

- Sets the parameters for residency as it relates to certain programs/classes offered through the City of Glendale, Community Services & Parks Department.
    - Describes the intended purpose of the policy
    - Identifies the boundaries on which residency is set
    - Describes proof of residency requirements

1. <u>Definitions</u>

- Resident – a person who resides within a geographic perimeter
- Non-Resident – a person who resides outside a geographic perimeter
- GUSD Boundary – The geographic perimeter Glendale Unified School District (GUSD) uses to approve students to attend a GUSD school based on residency
- Priority Registration – an early registration day exclusive to customers who meet a specific criteria such as "Glendale Resident"

<u>Intended Purpose of the Glendale Resident, Non-Resident Policy</u>

The Community Services & Parks Department will provide priority registration to Glendale Residents in the Summer of 2017 for day camps and aquatics and will begin charging non-resident fees for day camps and aquatics lessons beginning April 1, 2017. This policy will define the geographic perimeters that will be used to classify new and returning customers as resident or non-resident based on their address of residency.

<u>Glendale Resident (Resident)</u>

The Community Services & Parks Department will classify new and returning customers as Glendale Residents if they reside within Glendale Unified School District boundaries, inclusive of the following zip codes: 91201, 91202, 91203, 91204, 91205, 91206, 91207, 91208, 91210, 91214, 91020, 91046, and a portion of 91011 (herein referred to as GUSD boundaries).

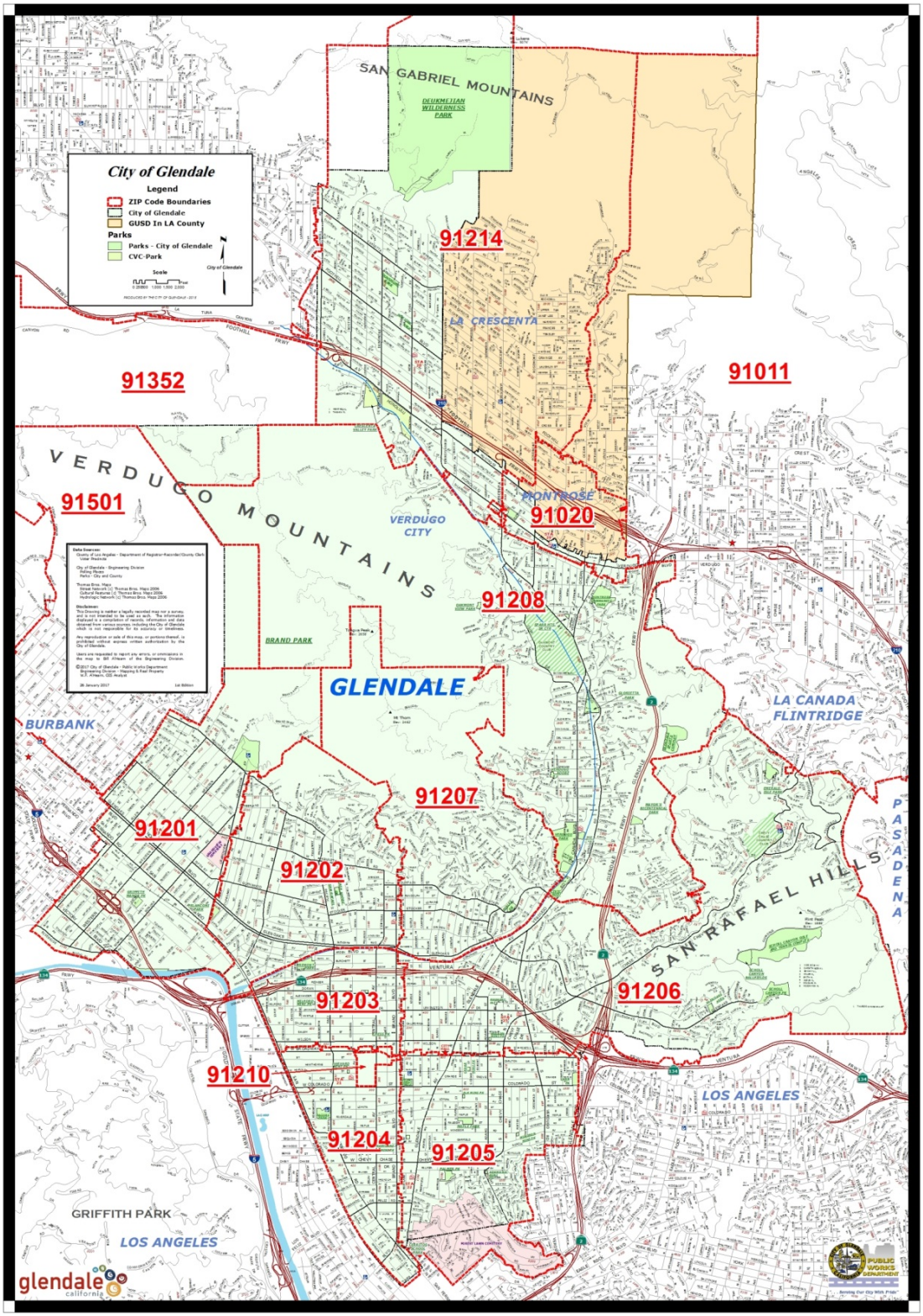
Please see attached map to identify the portion of zip code 91011 that is within GUSD boundaries. The GUSD Street Finder, https://www.gusd.net/streetfinder, can be used to verify if the address falls within GUSD boundaries.

<u>Glendale Non-Resident (Non-Resident)</u>

A person who lives outside the GUSD boundaries as per the aforementioned zip codes, will be considered a non-resident.

<u>Proof of Residency</u>

In order to verify proof of residency, a customer must present a copy of his/her two most recent utility bills or a copy of a current, executed rental agreement. The utility bills or rental agreement must have the applicant name, current date, and valid residential address printed on the front. Utility bills can be in the form of a water bill, power bill or gas bill. Cell phone provider bills, credit card bills, television provider bills, bank statements or any other bill not specified, will not be accepted as a substitute.

The department Director or a designee may amend this policy when it is reasonably necessary to give effect to the policy's intent, purpose, or interpretation.

City of Glendale With Zip Codes