**Identification & Recruitment**

**Move Notification Form**

When a migrant family moves, please attempt to find out where they moved to and complete this form if they moved within the U.S. (moves to other countries do not need to be documented with this form). This helps expedite identification and recruitment efforts and allows us to continue serving families when they are most in need of our assistance.

Form Completed By: Project Name Date: Phone Number:

|  |  |
| --- | --- |
| Child(ren) Name (Last,First), Date of Birth: | Child(ren) Name (Last, First), Date of Birth: |
| Current Father/Guardian Name (Last, First): | COE # |
| Current Mother/Guardian Name (Last, First): | Approximate Date of Move (If Known): |

Moved From:

Address: City: State:

Moved To:

Address: City: State: Phone Number:

Information Obtained From:

□ Family □ School □ Employer □ Neighbor □ Other (Specify):

**Move outside of the state of Nebraska**

Please email this form to Danielle Waite at [dwaite@esu7.org](mailto:dwaite@esu7.org) and cc: your project Data Coordinator if the move was to a state outside of Nebraska.

**Move from one project to another within the state of Nebraska**

If the move was from one project to another within the state of Nebraska please email this form and a copy of the COE to the appropriate Nebraska MEP project and cc: your project Data Coordinator.

**Move within your project area**

If the move was within your project, please email this form to your project Data Coordinator to make appropriate data revisions.

**Move outside of the country**

If the move was outside of the country, please notify your Data Coordinator to make appropriate data revisions. Completion of this form is optional not required.

Please call (402) 564-5753 Ext 1066 with any questions.

When emailing the form, please keep a copy for your records.   
Thank you for helping to reduce service interruptions for our migrant families!