

**FOREST LAKE ISD FOOD SERVICE  
MEAL ACCOUNT REFUND/TRANSFER FUNDS FORM**

Please send the completed form to the Forest Lake ISD Food Service Department for a meal account Refund OR Transfer Balance as indicated below. Send or fax to: Forest Lake ISD Food Service Department FAX # 651-982-8397  
200 SW 4<sup>th</sup> Street  
Forest Lake, MN 55025

Refunds for \$3.00 or less may be obtained from the school food service cashier as circumstances permit. (funds available, etc.)

Refund checks will be sent to the home address as soon as possible.

Process a **REFUND** for:

Student name: \_\_\_\_\_ PIN: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Parent/Guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_ City, Zip: \_\_\_\_\_

**OR**

**TRANSFER MEAL ACCOUNT BALANCE:**

**FROM** student account name: \_\_\_\_\_ PIN: \_\_\_\_\_ Birthdate: \_\_\_\_\_

**TO** student account name: \_\_\_\_\_ PIN: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Parent/Guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_

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Parent/Guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_