



Fremont Unified School District  
Child Nutrition Services  
4210 Technology Drive  
Fremont, CA 94538  
Phone: 510-657-2350  
Direct Line: 510-659-2587  
Fax: 510-659-2566

## MEAL ACCOUNT REFUND REQUEST

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### **Instructions**

Please complete the form and submit to FUSD - Child Nutrition Services, 4210 Technology Drive, Fremont, CA 94538 by mail or in person. You can also email the form to [lhottinger@fusdk12.net](mailto:lhottinger@fusdk12.net) or fax to 510-659-2566.

A refund check will be mailed to your mailing address in 6-8 weeks.

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Please issue a refund of \$ \_\_\_\_\_ from the meal account of:

\_\_\_\_\_  
Student Name

\_\_\_\_\_  
Student ID#

\_\_\_\_\_  
School

\_\_\_\_\_  
Parent/Guardian Name

\_\_\_\_\_  
Parent/Guardian Signature

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### **Additional information for refund request:**

Make checks payable to: \_\_\_\_\_

Relationship to student: \_\_\_\_\_

Mailing address: \_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_

Reason for request: \_\_\_\_\_

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### **OFFICE USE ONLY**

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
Program Manager/Supervisor

Issued by: \_\_\_\_\_ Revolving Fund Check #: \_\_\_\_\_  
Name and Title

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This institution is an equal opportunity provider.

Revised 08/19/2021