

**REFUND REQUEST
HUNTINGTON BEACH CITY SCHOOL DISTRICT
FOOD SERVICE DEPARTMENT**

If you have funds left in your student's lunch account, we will gladly transfer remaining balances to siblings or friends free of charge or issue a refund check.

The check will be mailed to an address you provide below. The Food Services Department is not responsible for any lost check in the mail and will not reissue a refund if the loss occurs.

Due to heavy work load with the beginning and ending of school year, refund request will not be processed after July 1st thru August 15th.

Parents/Guardian, please email a completed form to mvanhorn@hbcasd.us:

1. Student name: _____

2. Student ID#: _____

3. Reason for request: _____

4. Address: _____

4. Payable to: _____ Phone# _____

Contact the Food Service Department with any questions
at mvanhorn@hbcasd.us

The USDA and the CDE are equal opportunity providers and employers.