



**Pacifica School District
Nutrition Department
School Lunch Account Refund**

If you would like to request a refund from your student's lunch account, please complete this form and send to Marta Grech – mgrech@pacificasd.org

If you have any questions, please contact the Nutrition Services Department at (650) 738-6626

Refunds will be processed as they are received. Your refund will be sent to your mailing address approximately 2 weeks after being processed.

STUDENT INFORMATION

Student Name	Student ID	School Name	Refund Amount
1.			\$
2.			\$
3.			\$
		Grand Total	\$

PARENT INFORMATION

Parent/Guardian Name:		
Address:		
City:	State:	Zip:
Phone:		E-mail:
Parent/Guardian Signature:		Date:

REASON FOR REQUEST (PLEASE CHECK ONE):

<input type="checkbox"/> Moved out of District	<input type="checkbox"/> Promoted to high school	<input type="checkbox"/> Approved for Free lunch for current school year
<input type="checkbox"/> Not Participating in the lunch program Covid-19	<input type="checkbox"/> Other	

FOR NUTRITION SERVICES ONLY	OFFICE USE ONLY
Date Refund Request received:	Check #:
Total Refund Amount:	Date Paid:
Approved By:	Account Code: 13-5310-0-0000-3700-8634-030-0801