

Lake Central School Corporation Food Service

Grimmer Middle School
225 W. 77th Avenue, Schererville, In 46375
Phone 219.865.4416 Fax 219.865.3150

Holly Slavens
Director of Food and Nutrition Services

Dr. Gerald Chabot
Superintendent

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Dear Parent/Guardian:

Please read the instructions before filling out the meal/text benefits application. Any errors in completing this document will result in a delay starting assistance.

Please do not assume your application has been approved until you receive an approval letter from our office. Plan on sending your child(ren) with either a lunch from home or money until you receive notification. You will be responsible for any charges incurred before the application has been approved. Please do not call our office for confirmation as we cannot track your approved application until it is listed in our student data base. If your application is completed correctly, we will usually approve within a 3-4 days. Missing information, however, slows the process and may result in returning the application to you.

Listed below are common mistakes that delay benefits:

1. If you are using a food stamp or TANF number instead of income, make sure it is your **10 digit case number**, and **not** your EBT card or Hoosier Healthwise number.
2. You only need to complete and submit **one** form for the entire family, regardless of number of schools your children attend.
3. If your application is for a foster child, (Part 3) you must list a 10 digit case number for food stamps, or TANF, **or** any monthly income designated for the child's personal use. If this amount is zero, then enter 'o' next to the box with your student's grade.
4. In Part 4, please make sure you list **ALL** people in the household, and their current GROSS (before taxes) income. You must check the box identifying how often this gross amount is received. **If the individual has no income**, please be sure to **check the box on the far right "no income"** You **must** check this box for your children as well, if they do not receive wages, child support, social security, etc.
5. In Part 5, be sure to sign the application and include your social security number, or circle the 'no social security number' if you do not have a number. List a working telephone number in case we need to contact you for additional information and an accurate address so we can mail your approval letter.
6. If you want to receive textbook assistance, please check 'yes' and sign again in Part 6.

The extra few minutes you take to fill this form out correctly will avoid delays in beginning benefits for your children. Please call my office if you have any questions or concerns. 865-4416

Thank you,

Holly Slavens

Holly Slavens Director of Food and Nutrition Services
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