

# Lake Central School Corporation Food Service

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

Holly Slavens  
Director of Food Services

Dr. Larry Veracco  
Superintendent

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Dear Parent:

**Please read the instructions for filling out this meal/text benefits application before completing.**

Any errors in completing this document will result in a delay beginning 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 bag lunch or money until you hear from us. 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 application until it is listed in our student data base after approval. 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 here 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 card or Hoosier Healthwise number.
2. If your application is for a foster child, you must indicate the amount of the child's monthly personal use income. If this amount is zero, then enter 'o'. Each Foster Child must have an **individual** application.
3. In section 4B, 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 'No Income' box for your children if they do not receive child support, social security or are employed etc. Use "Annual Income" only if you are self employed, or are seasonally employed.
4. 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. It helps us if you 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.
5. Be sure to check 'yes' and sign if you want to receive textbook assistance in section 6.

The extra few minutes you take to fill this form out correctly will avoid a delay 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  
hslavens@lcschools.com

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