



APS Food and Nutrition Services Student Lunch Refund Form

Please complete this portion of the form for a refund check to be issued.
~Thank You~

Date: _____

From: _____

School Name and Location #

Student Name

To: _____

PRINT Parent/Guardian Name

Student ID #

Parent's Social Security Number

Phone Number

Please PRINT address where the check will be sent to:

Street: _____

City: _____ State: _____ Zip Code: _____

Amount: \$ _____

Food and Nutrition Services Approval

*****Must be submitted with W-9 Form to be complete.*****

FOR INTERNAL PURPOSES ONLY:

Date Received: _____

Date Submitted to Vendor Processing: _____ Vendor Number: _____

Date Submitted to Accounts Payable: _____

Date Check Issued: _____

Date Account Adjusted/Logged: _____

REVISED 04/2026