



CACFP SUPPER MEAL REQUEST FORM

Child Nutrition Program Director's Approval

NAME OF SCHOOL/FEEDING SITE: _____

ADDRESS: _____

START DATE: _____ **END DATE:** _____

DAYS OF OPERATION (CIRCLE DAYS): MON TUES WED THURS FRI

SERVING TIME: START TIME: _____ **END TIME:** _____

TOTAL NUMBER OF SUPPER MEAL(S) NEEDED: _____

DESCRIPTION OF ENRICHMENT/EDUCATIOAL PROGRAM: _____

SIGNATURE OF PERSON REQUESTING MEALS: _____

TITLE: _____ **DATE:** _____

CANCELLATIONS MUST BE CALLED IN 24 HOURS IN ADVANCE.

PLEASE CALL HENRY VILLANEDA 956-784-8545 TO CONFIRM REQUEST WAS RECEIVED.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English. To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [How to File a Complaint](#), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410; fax: (202)690-7442; or email: program.intake@usda.gov. This institution is an equal opportunity provider.

Revised 2/22/2022

*Vision: Every PSJA student is prepared to participate, compete, and excel
in a global society to foster multi-generational prosperity.*