



# Jersey Shore Area School District

## Lunch Account Close Out Form

The District is not allowed to retain any funds remaining in your child's cafeteria account. As such, you have several options of what to do with the remaining money: 1. Request a refund check; 2. Request a transfer to a brother/sister that is still enrolled in the District; 3. Request the funds be donated to the local Love Center on your behalf. Please complete the attached form and return to the Administration Building.

Student's Name: \_\_\_\_\_ School: \_\_\_\_\_

I am requesting the funds be refunded and mailed to:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

I am requesting the funds be transferred to \_\_\_\_\_ enrolled at  
(school) \_\_\_\_\_

I am requesting the District donate all remaining funds to The Love Center of Jersey Shore on my behalf.

In a case where a parental custodial agreement is on file with the District, both custodial parents must sign. If no parental custodial agreement is filed with the District, only one custodial parent signature is required.

Parent's Name: \_\_\_\_\_ Parent's Signature: \_\_\_\_\_

Parent's Name: \_\_\_\_\_ Parent's Signature: \_\_\_\_\_

For account balance information or questions,  
please contact the business office at 570-398-5051 or email: [businessoffice@jsasd.org](mailto:businessoffice@jsasd.org)

Please return completed forms to:  
Jersey Shore Area School District Food Services  
175 A&P Drive, Jersey Shore, PA 17740  
or email to: [businessoffice@jsasd.org](mailto:businessoffice@jsasd.org)