VERIFICATION WORKSHEET FOR SCHOOL USE

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| Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date Verification Notice Sent: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Date Response Due from Household: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Date 2nd Notice Sent, Follow-up, or N/A: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Number of students listed on application: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Approval Based On:   1. Free eligible based on SNAP/TANF Case Number 2. Free eligible based on Household Size and Income 3. Reduced eligible based on Household Size and Income | |
| Verification Result:   1. No Change 2. Responded, changed to Free 3. Responded, changed to Reduced 4. Responded, changed to Paid 5. Did not respond | |
| Reapplied and reapproved on or before February 15:   1. Reapplied, changed to Free 2. Reapplied changed to Reduced   Date of re-approval:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| Date Documents were received: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Date Change Made: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Date Hearing Requested: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Hearing Decision: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Verifying Official’s Signature: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Date: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |