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
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| Verification Result:1. No Change
2. Responded, changed to Free
3. Responded, changed to Reduced
4. Responded, changed to Paid
5. Did not respond
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| 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: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |