

# LETTER TO THE FOOD STAMP/VA TANF OFFICE FROM THE SCHOOL FOOD AUTHORITY

Dear \_\_\_\_\_ :

The receipt of food stamps or (VA TANF) automatically qualifies children for free school meals. The regulations for the Food Stamp Program and the VA TANF Program permit food stamp and VA TANF offices to release eligibility information to administrators of the National School Lunch and School Breakfast Programs to ensure that only eligible children receive free meal benefits.

Enclosed is a listing of approved free meal applicants who have been selected for verification and who have indicated that the child for whom application was made now receives food stamp and/or VA TANF benefits. On the enclosed listing, please indicate if these household members are **currently** participating in the Food Stamp Program and/or VA TANF Program. This information will be used only to confirm the applicant's eligibility for free meal benefits.

Your return of the listing by \_\_\_\_\_ will be appreciated. A self-addressed return  
(date)

envelope is also enclosed for your convenience. If you have any questions or need additional

Information please contact \_\_\_\_\_ at \_\_\_\_\_  
(name) (telephone number)

**Sincerely,**

\_\_\_\_\_  
Signature and Title Date

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone Number

## Enclosure (Verification Form - Food Stamp/ VA TANF Recipients)

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue SW, Washington, DC 20250-9410 or call (202) 720-5964 (voice and TDD). USDA is an equal opportunity provider and employer.