

**Flagstaff Academy**  
Revolution Foods Hot Lunch Program

**Refund Request Form / Remaining Account Balance**

- To receive a refund of the remaining balance in your Revolution Foods hot lunch account, please fill out the information below. Refund requests cannot be processed until all of this information has been completed.
- All refund requests must be submitted to Flagstaff Academy by Friday, June 4<sup>th</sup>.
- The refund check will be delivered to your mailing address via USPS mail.
- The check will be issued directly from the St. Vrain Valley School District. The check will not be from Flagstaff Academy.
- It will take approximately 4-6 weeks to receive your refund check request.

**Mailing address for refund check:**

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

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

City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email address: \_\_\_\_\_

**Revolution Foods account information:**

Account / Parent name: \_\_\_\_\_

Student name(s): \_\_\_\_\_

To be completed by Flagstaff Academy – Business Office:

Remaining Account Balance: \_\_\_\_\_  
*(Attach printout from Revolution Foods website.)*

Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

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to Flagstaff Academy by Friday, June 4<sup>th</sup>.