

Lumberton ISD Child Nutrition Department  
Discrimination Complaint Form

1. Name \_\_\_\_\_

2. Address \_\_\_\_\_

3. Telephone \_\_\_\_\_

4. Additional contact methods \_\_\_\_\_

5. Name and address of person(s) and/or organization(s) you are filing a complaint against:  
\_\_\_\_\_  
\_\_\_\_\_

6. Please describe the incident(s) that occurred that made you feel that you had been discriminated against and the date(s) the incident(s) occurred: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. State on which basis you feel discrimination exists (race, color, national origin, sex, age, or disability)  
\_\_\_\_\_

8. List names, titles, and address of person(s) who may have knowledge of the actions give in number 6 above

Name	Title	Address
a. _____		
b. _____		
c. _____		
d. _____		

Signature \_\_\_\_\_ Date \_\_\_\_\_

All complaints, written or verbal, shall be accepted by the school district and forwarded to the Child Nutrition Programs Division, Texas Department of Agriculture.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](#), (AD-3027) found online at: [How to File a Complaint](#), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

1. mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;
2. fax: (202) 690-7442; or
3. email: [program.intake@usda.gov](mailto:program.intake@usda.gov).