



**Southington Schools Food Services  
Southington, Connecticut**



**REQUEST FOR REFUND**  
**Student's My Payments Plus Balance**

Completed forms can be emailed to Nicole Maxellon, Food Service Director, at [nmaxellon@southingtonschools.org](mailto:nmaxellon@southingtonschools.org) or mailed to the Southington Public Schools Food Service Program, 240 Main Street, Southington, CT 06489.

**\*Please note that the Food Service Office is closed when school is not in session.  
Requests for refunds will be processed during the school year.**

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

Student Name: \_\_\_\_\_ Student ID #: \_\_\_\_\_

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

Parent/Guardian Full Name: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Please choose one of the following:

- Full Refund
- Donate the balance to help a Southington student in need.
- Transfer to the sibling listed below:

Sibling Name: \_\_\_\_\_ Student ID #: \_\_\_\_\_

**Questions can be directed to the Food Service Department at  
860-628-3286 ext. 21220.**

**Office Use Only**

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

Refund Amount: \_\_\_\_\_

Money Withdraw Date: \_\_\_\_\_

Check #: \_\_\_\_\_