

**RAYMOND SCHOOL NUTRITION SERVICE
45 Harriman Hill Road
Raymond, New Hampshire 03077**

<<CurrentDate>>

<<PrimaryContactFullName>>

<<PrimaryContactAddressLine1>>

<<PrimaryContactCityStateZipCode>>

<<StudentFullName>> POS ID: <<POSID>>

<<Homeroom>>

Dear Parent/Guardian,

Our records indicate that as of today, your student <<StudentFullName>> has a negative balance on his/her Raymond School Nutrition Service account in the amount of <<AccountBalance>>.

Payment in full is requested at this time. In the event that you need to establish a payment plan, please contact Nutrition Service Director Tasha Ball at t.ball@sau33.com or 603-895-6616 x2345. Applications for Free and Reduced Meals are accepted at any time during the school year and can be found on the school website or by request from the office or Nutrition Services Director.

You may also wish to consider signing up for "mySchoolbucks.com" using the student ID listed in this letter. This will enable you to pay on line if desired, and to set up a personalized "low balance" email to help keep track of your student's funds and prevent them from going negative in the future.

Thank you for your attention to this matter. Please feel free to contact me if you have any questions regarding your student's account.

Sincerely,

Tasha Ball Nutrition Service Director
603.895.6616 x2345