

# SAMPLE FEE WAIVER ELIGIBILITY LETTER

\_\_\_\_\_  
Name of School

\_\_\_\_\_  
School Address

\_\_\_\_\_  
City, State & zip code

\_\_\_\_\_  
Date

To Whom It May Concern:

\_\_\_\_\_ is currently enrolled in grade \_\_\_\_\_. This  
Student's Name

student's address is \_\_\_\_\_.  
Student's Complete Home Address

This letter is to confirm that s/he is eligible for a federally subsidized program such as free or reduced lunch.

If this student registered online, the Order ID Number is \_\_\_\_\_.  
(Order ID numbers can be found on the registration confirmation e-mail).

Sincerely,

\_\_\_\_\_  
Name of School Official

\_\_\_\_\_  
Title