

YEARS OF SERVICE AWARDS REQUEST

School Lunch Hero Day, Friday, May 3, 2024, is a time to say thank you to your foodservice employees and recognize them for their years of service.

We are happy to provide, upon request, certificates for **10 years of service and for every 5-year interval after that**. We also provide awards upon retirement at the request of the school district.

If you would like years of service certificates for eligible school foodservice employees, please return this form to our office either by e-mail vlsilva@nd.gov or fax (328-9566) no later than **April 19, 2024**.

Certificates will be mailed out Thursday, April 25th. Please check the certificates and immediately notify our office if there are any discrepancies. It is suggested the certificates be presented to your foodservice personnel on School Lunch Hero Day or during School Nutrition Employee Week.

Should you have questions about the Years of Service Awards, please call Victoria Silva at 328-2294 or toll-free at 1-888-338-3663.

**Years of Service Award - School Food Service Personnel
Type of Award**

Name of Foodservice Employee	<u>Years of Service</u> – indicate # Years of Service (10 and every 5 year interval after)	<u>Retirement</u> – indicate # Years of Service up to retirement.

Attach additional pages if necessary

Name of School _____

Mailing Address: _____

City/Town: _____ Zip: _____

Authorized Representative _____ Date _____

(The certificates will be mailed to the School/Attn: to the person listed above.)