

# Longmeadow Public Schools



**To:** All  
**From:** Eliza Calkins, Foodservice Director  
**Date:** 2017/2018 School Year  
**Re:** USDA Nondiscrimination Statement

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To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), 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:

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