

# Evergreen Child Care Food Program

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## FEBRUARY 2015 NEWSLETTER

“12-14 Federal” check has been enclosed if your claim was submitted on time. All February forms must be submitted no later than **March 5, 2015**. If documents are submitted anytime later, meal claims will be considered a late (adjustment) claim.

### IMPORTANT REMINDER



**NEWSLETTERS:** As of March 2015, providers will be required to view our newsletters via online on our website at:

**WWW.EVERGREENCACFP.ORG**

(The newsletters can be found in the “Newsletters” tab located on the front page of the website)

**\*\*PLEASE NOTE: This will be the last hard copy newsletter you will receive in the mail.**

**NEED ASSISTANCE NAVIGATING OUR WEBSITE?** If you need assistance navigating our website, we have an orientation available to help you become familiarize with it. Please contact our office for registration.

Website orientation will be held at our office on: **Friday, February 20, 2015 (9:30am)**  
**Friday, February 27, 2015 (9:30am)**

**AUDIT UPDATE:** Please be advised that our audit has begun. It is important for providers to be in compliance with all regulations. Please continue to serve on time and have your daily documents updated. If you are making any changes to your daycare operation (i.e: meal service times, daycare closure, elimination of a meal service, etc.), please remember to notify ECCI in advance.

*ECCI would like to thank you for your business and appreciates your cooperation*

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