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| dhs | Division of Child Care and EarlyChildhood Education | [Detailed color version of the Great Seal of the State of Arkansas.](http://dhsshare/DHS%20Graphics/!arkseal2.jpg) |
| P.O. Box 1437, Slot S140 · Little Rock, AR 72203-1437  501-682-8590 · Fax: 501-683-6060 · TDD: 501-682-1550 |

MEMORANDUM

TO: All Child Nutrition Programs

FROM: Health and Nutrition Program Unit

DATE: February 14, 2019

SUBJECT: December 2018 Claim 60-day Deadline

**Department of Human Services-Health and Nutrition Unit**

**Claim for meal reimbursements: CACFP, NSLP, and SFSP**

The deadline to submit the **December 2018** claim for meal reimbursements will be **March 1, 2019**. Please have the December 2018 claim submitted by this deadline.

**Note:** This alert is being distributed to all providers, regardless if the December 2018 claim has been submitted. If you have submitted the December 2018 claim please disregard this email.

If you are having any technical problems submitting this claim, please see the contact information listed below to receive assistance:

Robert Majors

Email: [Robert.majors@dhs.arkansas.gov](mailto:Robert.majors@dhs.arkansas.gov)

Phone: 501-396-6121

Ursula Perry

Email: [Ursula.perry@dhs.arkansas.gov](mailto:Ursula.perry@dhs.arkansas.gov)

Phone: 501-396-6151

Thank you.

Please keep this memo on file for quick and easy reference. A copy is also available on the resource library under **Mass Alerts***.* If you have any questions regarding this memo, please contact your Program Specialist at: 501-682-8869.