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March 18, 2020

Dear Valued Client/Partner,

We appreciate your patience these past few days as we prepare and deliver meals to your students. We realize that this is a learning experience for all.

As we near the end of our first week of service, we are learning that many districts need to adjust the amounts of meals needed daily.

To ensure accuracy, we are asking that you resubmit all orders for Monday, March 23 delivery using the attached link [Maschio's Meal Delivery OrderForm](#). This number should be based on the number of meals you are currently distributing.

You must resubmit this form even if you have already submitted one prior. We have simplified the form based on your feedback.

This form is due Thursday, March 19, 2020, no later than 5 pm. While we are working diligently to fill all orders, any received after the deadline may not be honored due to production and packing deadlines.

Thank you for your support of Maschio's. Our commitment to serving your students remains our top priority.

Sincerely,  
Maschio's Food Services, Inc.