

From the Desk of Vickie Keys, Director Food for Kids

There are many times when the staff and I are out of the office, and other staff members are unable to access our emails to process your paperwork you submitted via email; therefore to better serve each of you, it necessary to



## Effective Immediately

**For those who choose to use email to submit your paperwork:**

All Enrollment and Income Eligibility forms,  
Summary Sheets  
Receipts  
License Renewals  
License fee documentation  
Time Changes, etc.

**are to be emailed to**

**[ffkhouston@gmail.com](mailto:ffkhouston@gmail.com)**

This will be the one email address the staff will receive forms and paperwork (aforementioned) **ONLY**. Any other information and/or inquires will **NOT** be answered.

Please feel free to continue to use personal emails for technical assistance and questions.

For those who use the fax, continue to use  
[713-669-0022](tel:713-669-0022)  
This will allow for more



