



IN THE GROCERY STORE

What the Bookkeeping Office Needs to Know

IMPORTANT POINTS TO REMEMBER WHEN PROCESSING WIC CHECKS

1. All WIC checks must be stamped in the “NOT VALID WITHOUT WIC VENDOR STAMP” box on the WIC check before depositing into the store’s bank.
2. WIC checks should be deposited into the store’s bank account within 60 days from the “FIRST USE DATE” date. WIC checks that have been rejected can be re-deposited and must be processed within 89 days from the “FIRST USE DATE”.

THIS DOCUMENT CONTAINS THE FOLLOWING SECURITY FEATURES: VOID PANTOGRAPH, MICROPRINTING, AND WATERMARK ON BACK

Commonwealth of Massachusetts
Massachusetts WIC Program

Participant Name	Member ID	Check #	First Use Date
Amount		Food (No Substitutions)	Last Use Date
1 GALLON FAT FREE/ 1% LOWFAT MILK		Improper use of this check is subject to State and Federal prosecution.	NOT VALID WITHOUT A WIC VENDOR STAMP
1 DOZEN LARGE EGGS			
1 (11.5 OR 12 OZ) FROZEN OR (64 OZ) BOTTLED JUICE			
Actual Purchase Price			
\$		SIGN ONLY AFTER PRICE IS WRITTEN ABOVE	
I guarantee the correct price was written above			

Unauthorized Vendors May Not Accept This Check
Vendor must deposit within 60 days of "First Use Date"

WIC Retail Store Hotline:

1-800-552-9425

www.mass.gov/wic





HOW TO HANDLE REJECTED WIC CHECKS

REJECT REASON	HOW TO CORRECT THE PROBLEM	WHERE TO SUBMIT CHECKS
No Vendor Stamp	Stamp the WIC check with the WIC vendor stamp.	Re-deposit the WIC check into the bank
Illegible Vendor Stamp	The vendor stamp must be legible for the WIC check to be reimbursed. Re-stamp the WIC check with the WIC vendor stamp.	
Refer to Maker	The WIC Nutrition Program will reimburse the vendor for the items listed on the WIC check using the most recent pricing information.	Send WIC check to the Massachusetts WIC Nutrition Program for reimbursement.
Excessive Dollar Amount; Reduced Dollar Amount Applied	The bank has reduced the payment amount on the WIC check to an appropriate amount for the items listed on the check. If you feel that the appropriate amount is inaccurate, please attach a copy of the invoice for these items along with the check(s) to the Massachusetts WIC Nutrition Program.	The WIC check has been paid and should not be re-deposited.
Counterfeit/Invalid Vendor Stamp	If a WIC check is rejected for either of these reasons, please contact the Massachusetts WIC Nutrition Program vendor staff for assistance at 1-800-552-9425.	The WIC Nutrition Program will not reimburse checks that are rejected for these reasons.
No Signature	The WIC check must be signed at the store after the actual purchase price has been entered on the check.	
Altered Signature	WIC checks should not be accepted if the signature has been altered.	
Future Dated	WIC checks should not be accepted before the "FIRST USE DATE" date.	
Expired	WIC checks should not be accepted after the "LAST USE DATE" date and must be deposited within 60 days from the "FIRST USE DATE" date.	



WIC Nutrition Program
 Nutrition Division • MA Department of Public Health
 250 Washington St., 6th floor, Boston, MA 02108
 TDD/TTY: 617-624-5992

'This institution is an equal opportunity provider.'

**GOOD FOOD
 and
 A WHOLE LOT MORE**