



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 “NOT GOOD BEFORE” date. WIC checks that have been rejected and can be re-deposited must be processed within 89 days from the “NOT GOOD BEFORE” date.

COMMONWEALTH OF MASSACHUSETTS
MASSACHUSETTS WIC PROGRAM
KEY BANK OF NEW YORK ALBANY, NY 12207

33270406

PARTICIPANT ID	PARTICIPANT NAME	CHECK NO.	NOT GOOD BEFORE

AMOUNT	FOOD (NO SUBSTITUTIONS)
	1 GALLON MILK
	1 DOZEN LARGE EGGS
	1 (11.5 OR 12 OZ) FROZEN (46 OZ) CANNED OR (11.5 OZ) LIQUID CONC. JUICE

ACTUAL PURCHASE PRICE

NOT VALID WITHOUT WIC VENDOR STAMP

REQUIRES MASS. WIC VALIDATION

SIGN ONLY AFTER PRICE WRITTEN ABOVE

⑆332704062⑆ ⑆021300705⑆ 710 00 391 ⑆

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 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 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.	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 Program vendor staff for assistance at 1-800-552-9425.	The WIC 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 "NOT GOOD BEFORE" date.	
Expired	WIC checks should not be accepted after the "NOT GOOD AFTER" date and must be deposited within 60 days from the "NOT GOOD BEFORE" date.	
Altered Date	WIC checks should not be accepted if the "NOT GOOD BEFORE" or "NOT GOOD AFTER" date has been altered.	



WIC Nutrition Program
 Nutrition Division • MA Department of Public Health
 TDD/TTY: 617-624-5992

USDA is an equal opportunity provider and employer.

GOOD FOOD
and
A WHOLE LOT MORE