



KAREN L. SMITH, MD, MPH  
Director and State Public Health Officer

State of California—Health and Human Services Agency  
California Department of Public Health



GAVIN NEWSOM  
Governor

May 28, 2019

VENDOR ALERT 2019 – 02

TO: ALL WIC VENDORS

SUBJECT: REVISED VENDOR AGREEMENT

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**Purpose**

The California Department of Public Health, Women, Infants and Children Division (CDPH/WIC) is notifying vendors of the revised Vendor Agreement required for implementation of the California WIC Card (WIC Card).

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**Background**

CDPH/WIC will begin the pilot of the California WIC Card (WIC Card) in Napa and Solano counties in early summer 2019. All authorized vendors will need to sign and return the revised Vendor Agreement in order for your store location to process WIC Card transactions. As a reminder, you must continue to process valid paper Food Instruments (FIs) until further notice.

Per 7 Code of Federal Regulations part 246.12(h)(3)(xxiii), authorized vendors are required to agree to and comply with any new requirements during the term of the Vendor Agreement to continue as a WIC authorized vendor.

The revised Vendor Agreement contains the previous requirements for acceptance and redemption of paper FIs and adds new requirements for acceptance and redemption of the WIC Card.

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**Action for Vendors**

Starting in June 2019, all WIC authorized vendors will receive a new Vendor Agreement for ownership signature. Vendors must review, sign, date, and return the new Vendor Agreement to CDPH/WIC within 15 days of receipt. Failure to respond within the required time frame may effect your store location's ability to accept the WIC Card once your wave goes live.

The new Vendor Agreement will be effective September 03, 2019 through the existing contract expiration date for each authorized store location.

The revised Vendor Agreement will not extend the vendors current contract expiration date, which will be identified on the documents you will receive.

If your current Vendor Agreement will expire in the near future, a WIC Vendor Consultant will contact you with reauthorization information.

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CDPH Women, Infants and Children (WIC) Division  
3901 Lennane Drive MS 8600 Sacramento, CA 95834  
P.O. Box 997375 MS 8600 Sacramento, CA 95899-7375  
(916) 928-8500 [Division Website](http://www.wicworks.ca.gov) (www.wicworks.ca.gov)



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**Questions**

If you have any questions, contact your WIC Vendor Consultant or call toll free (855) WIC-STOR or (855) 942-7867. You may also contact the WIC Vendor Management Branch by email at [WICVENDORINFO@cdph.ca.gov](mailto:WICVENDORINFO@cdph.ca.gov).

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Lantrel Stockton, Chief  
Vendor Management Branch  
Women, Infants, and Children (WIC) Division