

## **WIC Vendor Identification/Date of Transaction Stamp**

- I. The purpose of the **WIC Vendor Identification/Date of Transaction Stamp System** is to reconcile the redemption of a WIC check to a specific WIC vendor, determine the date of transaction, analyze redemption patterns, and eliminate the loss of WIC food dollars to unauthorized or abusive vendors.
- II. The Vendor System involves the placement of the Utah WIC Identification number and the date of transaction combined stamp by the authorized vendor on the check in the space provided for “PAY TO WIC VENDOR (STAMP)” and “DATE USED (STAMP)”. The placement of the vendor identification number and transaction date on the check will validate the check so that the vendor may receive payment for the WIC foods that were purchased. Without the stamp imprint of both the WIC identification number and the date of transaction, the check will be invalid and returned to the vendor unpaid.
- III. Issuance and Return
  - a. The State Agency will issue one (1) combined WIC Identification number and date used stamp to all vendors upon initial authorization without cost.
  - b. When a vendor agreement becomes null and void through closure of a store, change of ownership, or termination of an agreement (by either the vendor or State Agency), the vendor is required to surrender all the stamps issued to the State Office by mail or in person within ten (10) days.
  - c. Additional stamps can be purchased from the State WIC Agency.
- IV. Check Screening
  - a. The bank will screen all WIC checks for the Utah authorized vendor stamp and date used. All WIC checks that have not been imprinted with the authorized WIC identification number, date used, handwritten vendor number or date, or imprinted with an unauthorized, lost or stolen stamp will be rejected by the bank and returned to the vendor unpaid.
- V. **Vendor Responsibilities and Check Validation**
  - a. The vendor agrees to place the authorized WIC Vendor Identification/date stamp in the designated box on the check prior to deposit and when resubmitting checks for validation payment or adjustment.
  - b. The placement of the Utah authorized WIC vendor identification and date used stamp(s) upon the WIC check will validate the check for cashing by the vendor at the bank

- c. Validation of the checks is accomplished by the vendor any time prior to depositing the check for payment
- d. Checks validated improperly by an unauthorized vendor (including terminated or inactive stores) will be the vendor's liability.

#### **VI. Lost or Stolen Stamps**

- a. The vendor is responsible to contact the State WIC Office within two (2) working days upon discovery of the authorized stamp(s) being lost or stolen.
- b. If the vendor has acquired any additional stamps with the same identification number, the stamps will need to be surrendered to the State WIC office within ten (10) days.
- c. The State Agency will issue a new stamp with a different identification number to those vendors who have reported the loss.

#### **VII. Vendor Stamp Violations**

- a. Failure to report a lost or stolen stamp is an act of non-compliance and duplication or using an unauthorized, lost, or stolen stamp is a violation of the vendor agreement and can result in State Agency violation points or sanctions.
- b. Any vendor who commits fraud or abuse of the program is liable to prosecution under applicable Federal, State or Local laws.