

# New Jersey WIC Check Transaction & Redemption Training

JUNE 18



Improving Health Through Leadership and Innovation



# The following serves as a guide for New Jersey WIC Vendors during check cashing transactions.

Information presented is subject to change

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# NJ WIC Check Cashing Procedures

- ✓ Check WIC ID Folder at Register
- ✓ Review First & Last Date of Use
- ✓ Review Authorized Brands for Purchase
- ✓ Review Authorized Amounts for Purchase
- ✓ Enter Cost Before Signature
- ✓ Compare Signature with ID Folder

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# Transactions & Redemption Procedures

- ❖ Food Instruments - FIs : Are composed of different food packages that varies from participant to participants.
  - ❖ FI's are prescriptions given to the participant based on their needs. This is why **NO** substitutions are allowed.



## DO NOT SUBSTITUTE

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# Transaction & Redemption Procedures

- ❖ All participants should hand you their “Yellow Identification Folder” before the initiation of the WIC transactions.
- ❖ This is the only method of ID you can accept for a WIC transaction.
  - ❖ Please make sure that folder is signed by the Authorized Representative
  - ❖ If an Alternate Representative or Proxy was chosen their signature should also be on the folder and a “WIC Verified” stamp should be next to their name.
- ❖ If the Identification folder is not completely filled in and signed do not process the transaction. Please refer the participant back to their local WIC Office for the completion of Identification Folder.

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# How To Accept Food Instruments (FIs)

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# How To Accept Food Instruments STEP 1

- ❖ Review the “**First Day to Use**” and “**Last Day to Use**” dates on the WIC Check(s). Only accept check(s) within these dates.

FIRST DAY TO USE	LAST DAY TO USE
March 10,2015	April 10,2015

NEW JERSEY WIC SERVICES

WIC I.D. NO. 123456789

NAME OF PARTICIPANT Jimmy Strident

WIC TYPE WIC 17/33/01

70618963

FIRST DAY TO USE	LAST DAY TO USE
March 10,2015	April 10,2015

Pay to the order of:

Corrected \$ Amount:

VENDOR FEE IN DOLLAR AMOUNT BELOW

\$

Payment denied without stamp

Must Deposit By: May 10, 2015

PARTICIPANT: DO NOT SIGN UNTIL TIME OF PURCHASE

Momma Leone

||•0070618963||• I:123456789 I: 987654321||•

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# How To Accept Food Instruments STEP 2

- ❖ Compare foods chosen by the WIC participants to the items listed on each WIC check. Please pay attention to the type and amount specified on each WIC check.

001 Gallon (s) Milk (1% or Skim/Fat Free), Store Brand Only  
001 16 oz. Package (s) Cheese  
001 16 oz. Package (s) Tortilla  
  
XXX END OF ORDER XXX

**NEW JERSEY WIC SERVICES**  
MISUSE OF DRAFTS SUBJECT TO STATE OR FEDERAL PROSECUTION. VOID IF ALTERED.  
BUYING, SELLING OR OTHERWISE MISUSING WIC BENEFITS IS A CRIME.  
TO REPORT SUSPECTED ABUSE, CALL 800-428-9121 OR VISIT: [www.njwica.gov/obj/bottles.htm](http://www.njwica.gov/obj/bottles.htm)

PAYABLE THROUGH SOLUTRAN  
CITIZENS ALLIANCE BANK  
HOWARD LAKE BRANCH  
CLARA CITY, MN 56222  
75-1248/919

AUTHORIZED REPRESENTATIVE OR  
PROXY SIGN HERE IF AMOUNT ALTERED

70618963

WIC ID NO.	NAME OF PARTICIPANT	R TYPE	PROCEDURE	FIRST DAY TO USE	LAST DAY TO USE
123456789	Jimmy Strident	WIC 17/33/01		March 10, 2015	April 10, 2015

FOR PURCHASE OF APPROVED ITEMS ONLY. SEE LIST. NO SUBSTITUTIONS ALLOWED.

Pay to the order of:	Corrected \$ Amount:

VENDOR: FILL IN DOLLAR AMOUNT BELOW

\$

Payment denied without stamp  
Must Deposit By: **May 10, 2015**  
PARTICIPANT: DO NOT SIGN UNTIL TIME OF PURCHASE

Momma Leone

||•0070618963||• I:123456789 I: 987654321||•

**Void**

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# How To Accept Food Instruments STEP 3

- ❖ Write down the price in the “Vendor Fill in \$ Amount Below” box on the WIC check(s) with black or blue ink

**NEW JERSEY WIC SERVICES**  
MISUSE OF DRAFTS SUBJECT TO STATE OR FEDERAL PROSECUTION. VOID IF ALTERED.  
BUYING, SELLING OR OTHERWISE MISUSING WIC BENEFITS IS A CRIME.  
TO REPORT SUSPECTED ABUSE, CALL 800-424-9121 OR VISIT [www.usda.gov/elig/hotline.htm](http://www.usda.gov/elig/hotline.htm).

PAYABLE THROUGH SOLUTRAIN  
CITIZENS ALLIANCE BANK  
HOWARD LANE BRANCH  
CLARA CITY, MN 56222  
25-1248/919

70618963

WIC ID NO. 123456789 NAME OF PARTICIPANT Jimmy Strident H TYPE WIC 17/33/01 FIRST DAY TO USE March 10, 2015 LAST DAY TO USE April 10, 2015

FOR PURCHASE OF APPROVED ITEMS ONLY. SEE LIST. NO SUBSTITUTIONS ALLOWED.

001 Gallon (s) Milk (1% or Skim/Fat Free), Store Brand Only  
001 16 oz. Package(s) Cheese  
001 16 oz. Package(s) Tortilla  
XXX END OF ORDER XXX

**Void**

Pay to the order of: Corrected \$ Amount:  
VENDOR: FILL IN DOLLAR AMOUNT BELOW  
\$ 15.97

Payment denied without stamp  
Must Deposit By: May 10, 2015  
PARTICIPANT: DO NOT SIGN UNTIL TIME OF PURCHASE

Momma Leone

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**VENDOR: FILL IN  
DOLLAR AMOUNT BELOW**

\$ 15.97

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# How To Accept Food Instruments STEP 4

- ❖ Have the participant sign the WIC check(s) after the cashier writes the correct price on it.

NEW JERSEY WIC SERVICES		PAYABLE THROUGH SOLITRAN CITIZENS ALLIANCE BANK HOWARD LAKE BRANCH CLARA CITY, MN 56222 75-1248/919		AUTHORIZED REPRESENTATIVE OR PROXY SIGN HERE IF AMOUNT ALTERED	
WIC I.D. NO. 123456789		NAME OF PARTICIPANT Jimmy Strident		70618963	
FOR PURCHASE OF APPROVED ITEMS ONLY. SEE LIST. NO SUBSTITUTIONS ALLOWED.		FI TYPE WIC 17/33/01		FIRST DAY TO USE March 10, 2015	
001 Gallon (s) Milk (1% or Skim/Fat Free), Store Brand Only				LAST DAY TO USE April 10, 2015	
001 16 oz. Package(s) Cheese					
001 16 oz. Package(s) Tortilla					
XXX END OF ORDER XXX					
		Pay to the order of:		Corrected \$ Amount:	
				VENDOR: FILL IN DOLLAR AMOUNT BELOW	
				\$ 15.97	
		Payment denied without stamp			
		Must Deposit By: May 10, 2015			
		PARTICIPANT: DO NOT SIGN UNTIL TIME OF PURCHASE			
		Momma Leone			
		Momma Leone			

||•0070618963||• I:123456789 I: 987654321||•

PARTICIPANT: DO NOT SIGN UNTIL TIME OF PURCHASE	
Momma Leone	
Momma Leone	

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# How To Accept Food Instruments STEP 5

- ❖ Verify the signature on the WIC ID Folder to the signature on the WIC check(s) and make sure that they match.

**NEW JERSEY WIC SERVICES**  
MISUSE OF DRAFTS SUBJECT TO STATE OR FEDERAL PROSECUTION, VOID IF ALTERED.  
BUYING, SELLING OR OTHERWISE MISUSING WIC BENEFITS IS A CRIME.  
TO REPORT SUSPECTED ABUSE, CALL 800-424-9121 OR VISIT [www.usda.gov/oig/hotline.htm](http://www.usda.gov/oig/hotline.htm).

PAYABLE THROUGH: SOLUTRAN  
CITIZENS ALLIANCE BANK  
HOWARD LAKE BRANCH  
CLARA CITY, MN 56222  
75-1248/919

AUTHORIZED REPRESENTATIVE OR  
PROXY SIGN HERE IF AMOUNT ALTERED

70618963

WIC ID NO.	NAME OF PARTICIPANT	FI TYPE	PROG/SITE	FIRST DAY TO USE	LAST DAY TO USE
123456789	Jimmy Strident	WIC	17/33/01	March 10, 2015	April 10, 2015

FOR PURCHASE OF APPROVED ITEMS ONLY. SEE LIST, NO SUBSTITUTIONS ALLOWED.

QTY	DESCRIPTION
001	Gallon (s) Milk (1% or Skim/Fat Free), Store Brand Only
001	16 oz. Package(s) Cheese
001	16 oz. Package(s) Tortilla

XXX END OF ORDER XXX

**Pay to the order of:**

Corrected \$ Amount:

VENDOR: EEL IN  
DOLLAR AMOUNT BELOW

\$ 15.97

Payment denied without stamp  
Must Deposit By: May 10, 2015  
PARTICIPANT: DO NOT SIGN UNTIL TIME OF PURCHASE

Momma Leone  
Momma Leone

||•0070618963||• I:123456789 I: 987654321||•

**WIC IDENTIFICATION FOLDER**  
Effective January 2015

Take this WIC ID folder with you every time you go to the WIC office, WIC-approved store, or WIC-approved farmers' market.

HOUSEHOLD ID NUMBER: 987654321

NAME(S) OF PARTICIPANTS	WIC ID NUMBER
1 Momma Leone	123456789
2 Jimmy Strident	123456788
3	
4	
5	
6	
7	
8	

AUTHORIZED REPRESENTATIVE NAME  
Momma Leone  
SIGNATURE OF AUTHORIZED REPRESENTATIVE  
Momma Leone  
ALTERNATE AUTHORIZED REPRESENTATIVE NAME (ALTERNATE REQUIRED) | AGENCY STAMP HERE

SIGNATURE OF PROXY

IF FOUND, PLEASE RETURN TO: **GATEWAY WIC**  
10 Washington Street  
Bridgeton, NJ 08302  
(856) 451-5500 [www.njwiconline.org](http://www.njwiconline.org)  
BUYING, SELLING OR OTHERWISE MISUSING WIC BENEFITS IS A CRIME. TO REPORT  
SUSPECTED ABUSE, CALL 800-424-9121 OR VISIT [www.usda.gov/oig/hotline.htm](http://www.usda.gov/oig/hotline.htm).

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# How To Accept Food Instruments STEP 6

- ❖ Vendor must deposit checks in their bank before the **“Must Deposit By”** date stated on the check. Checks deposit after this day will be marked as **“Stale Date”** and will not be paid.

NEW JERSEY WIC SERVICES		PAYABLE THROUGH SOLUTRAN		AUTHORIZED REPRESENTATIVE OR PROXY SIGN HERE IF AMOUNT ALTERED			
MISUSE OF DRAFTS SUBJECT TO STATE OR FEDERAL PROSECUTION. VOID IF ALTERED. BUYING, SELLING OR OTHERWISE MISUSING WIC BENEFITS IS A CRIME. TO REPORT SUSPECTED ABUSE, CALL 800-424-9121 OR VISIT <a href="http://www.njda.gov/olp/hotline.htm">www.njda.gov/olp/hotline.htm</a> .		CITIZENS ALLIANCE BANK, HOWARD LAKE BRANCH, CLARA CITY, MN 56222 75-1248/919		70618963			
WIC I.D. NO.	NAME OF PARTICIPANT	FI TYPE	PROG/SITE	FIRST DAY TO USE	LAST DAY TO USE		
123456789	Jimmy Strident	WIC	17/33/01	March 10, 2015	April 10, 2015		
FOR PURCHASE OF APPROVED ITEMS ONLY. SEE LIST. NO SUBSTITUTIONS ALLOWED.				Pay to the order of:	Corrected \$ Amount:		
001 Gallon (s) Milk (1% or Skim/Fat Free), Store Brand Only					VENDOR: FILL IN DOLLAR AMOUNT BELOW \$ 15.97		
001 16 oz. Package(s) Cheese							
001 16 oz. Package(s) Tortilla							
XXX END OF ORDER XXX							
<b>Void</b>							
						Payment denied without stamp	
						Must Deposit By: <u>May 10, 2015</u>	
PARTICIPANT: DO NOT SIGN UNTIL TIME OF PURCHASE							
Momma Leone							
Momma Leone							

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**Must Deposit By: May 10, 2015**

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# How To Accept Cash Value Vouchers (CVVs)

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# Transaction & Redemption Procedures

- ❖ CVVs – Cash Value Vouchers: Have fixed amount which they cannot exceed. Ex: \$8.00, \$11.00 or \$16.50
- ❖ If a participant buys more than the value, they may pay the difference with any other form of payment.

[http://www.nj.gov/health/fhs/wic/documents/cvv\\_en.pdf](http://www.nj.gov/health/fhs/wic/documents/cvv_en.pdf)

**CASH-VALUE VOUCHER**


1 2 3 4

NEW JERSEY WIC SERVICES  
WIC LD. NO. 123456789  
NAME OF PARTICIPANT Momma Leone  
H TYPE WIC  
PROC/DATE 17/26/01  
36365174  
FIRST DAY TO USE November 10, 2015  
LAST DAY TO USE December 10, 2015  
Pay to the order of:  
Corrected Amount:  
Vendor: Fill in dollar amount below  
\$  
Payment denied without stamp  
Must Deposit By: January 10, 2016  
PARTICIPANT: DO NOT SIGN UNTIL TIME OF PURCHASE  
Momma Leone  
5 6

01 Fruits and Vegetables  
See Acceptable Cash-Value Voucher Food List  
NOT TO EXCEED \$10.00  
XXX END OF ORDER XXXX

1 – Approved Food Items for this Voucher  
2 – Not to Exceed Amount for this Voucher  
3 – First Day to Use  
4 – Last Day to Use  
5 – Vendor Must Deposit by Date  
6 – Sign Here at Time of Purchase (Authorized Representative/Alternate Authorized Representative/Proxy)

**NEW JERSEY  
WIC PROGRAM  
CASH-VALUE  
VOUCHER**



Use Cash-Value Voucher (CVV)  
to buy fresh, canned and  
frozen fruits and vegetables  
at WIC approved  
grocery stores  
**OR**  
to buy fresh fruits and  
fresh vegetables  
from certified farmers

**EFFECTIVE DATE: JULY 1, 2015**

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# How To Accept Cash Value Vouchers STEP 1

- ❖ Review the “**First Day to Use**” and “**Last Day to Use**” dates on the Cash Value Voucher (CVV). Only accept check(s) within these dates.

NEW JERSEY WIC SERVICES	
WIC I.D. NO. 123456789	NAME OF PARTICIPANT Momma Leone
FI TYPE WIC	PROG/SITE 17/33/01
FOR PURCHASE OF APPROVED ITEMS ONLY. SEE LIST. NO SUBSTITUTIONS ALLOWED.	
001 Fruit and Vegetables See Acceptable Cash - Value Voucher Food List NOT TO EXCEED \$11.00 XXX END OF ORDER XXX	
VOID	
FIRST DAY TO USE March 10, 2015	
LAST DAY TO USE April 10, 2015	
Pay to the order of:	
Corrected \$ Amount:	
VENDOR: Fill in DOLLAR AMOUNT BELOW \$	
Payment denied without stamp Must Deposit By: May 10, 2015	
PARTICIPANT: DO NOT SIGN UNTIL TIME OF PURCHASE	
Momma Leone	
70618969	
•0070618969  • :123456789 I: 987654321  •	

FIRST DAY TO USE	LAST DAY TO USE
March 10,2015	April 10,2015

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# How To Accept Cash Value Vouchers STEP 2

- ❖ Write down the price in the “**Vendor Fill in \$ Amount Below**” box on the CVV with black or blue ink. *Do not record an amount over the Not To Exceed amount on the CVV.* The CVV will be rejected by the bank if the amount is over. (The “Not To Exceed Amount” is printed on the CVV).

NEW JERSEY WIC SERVICES		PAYABLE THROUGH SOLUTRAN		AUTHORIZED REPRESENTATIVE OR PROXY SIGN HERE IF AMOUNT ALTERED	
WIC ID NO. 123456789		NAME OF PARTICIPANT Momma Leone		70618969	
FOR PURCHASE OF APPROVED ITEMS ONLY. SEE LIST. NO SUBSTITUTIONS ALLOWED.		ITEM TYPE: WIC		PROG/SITE: 17/33/01	
001 Fruit and Vegetables See Acceptable Cash - Value Voucher Food List NOT TO EXCEED \$11.00 XXX END OF ORDER XXX		FIRST DAY TO USE: March 10, 2015		LAST DAY TO USE: April 10, 2015	
		Pay to the order of:		Corrected \$ Amount:	
				Vendor: Fill in \$ Amount Below	
				\$ 11.00	
		Payment denied without stamp		Must Deposit By: May 10, 2015	
		PARTICIPANT: DO NOT SIGN UNTIL TIME OF PURCHASE			
		Momma Leone			

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VENDOR: FILL IN  
DOLLAR AMOUNT BELOW

\$ 11.00

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# How To Accept Cash Value Vouchers STEP 3

- ❖ If the participant *purchases more than* the not to exceed amount, the participant may pay the difference with any other form of payment.
- ❖ If the participant *purchase less than* the “Not to Exceed Amount” ask if they would like to get more items, if not, then enter the price of their selected items.
- ❖ For example, if the participant purchases \$6.99 of items on an \$11.00 check, and you have asked if they would like more items for which they said “no,” then enter \$6.99 not \$11.00.

NEW JERSEY WIC SERVICES		PAYABLE THROUGH SOLUTRAIN		AUTHORIZED REPRESENTATIVE OR PROXY SIGN HERE IF AMOUNT ALTERED	
WIC ID NO. 123456789		NAME OF PARTICIPANT Momma Leone		70618969	
FOR PURCHASE OF APPROVED ITEMS ONLY. SEE LIST. NO SUBSTITUTIONS ALLOWED.		WIC 17/33/01		FIRST DAY TO USE March 10, 2015	
001 Fruit and Vegetables See Acceptable Cash - Value Voucher Food List NOT TO EXCEED \$11.00 XXX END OF ORDER XXX		Pay to the order of:		LAST DAY TO USE April 10, 2015	
				Corrected \$ Amount: \$ 11.00	
		Payment denied without stamp Must Deposit By: May 10, 2015			
		PARTICIPANT: DO NOT SIGN UNTIL TIME OF PURCHASE			
		Momma Leone			

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VENDOR: FILL IN  
DOLLAR AMOUNT BELOW

\$ 11.00

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# How To Accept Cash Value Vouchers

## STEP 4

- ❖ Have the participant sign the WIC check(s) **after** the cashier writes the correct price on it.

**NEW JERSEY WIC SERVICES**  
MISUSE OF DRAFTS SUBJECT TO STATE OR FEDERAL PROSECUTION. VOID IF ALTERED.  
BUYING, SELLING OR OTHERWISE MISUSING WIC BENEFITS IS A CRIME.  
TO REPORT SUSPECTED ABUSE, CALL 800-424-9121 OR VISIT [www.nj-wic.gov/olg/hotline.htm](http://www.nj-wic.gov/olg/hotline.htm).

WIC I.D. NO. 123456789 NAME OF PARTICIPANT Momma Leone R TYPE WIC PROJ/SITE 17/33/01

001 Fruit and Vegetables  
See Acceptable Cash – Value Voucher Food List  
NOT TO EXCEED \$11.00  
XXX END OF ORDER XXX

70618969

FIRST DAY TO USE March 10, 2015 LAST DAY TO USE April 10, 2015

Pay to the order of:

Corrected \$ Amount: \$ 11.00

VENDOR: FBI IN DOLLAR AMOUNT BELOW

Payment denied without stamp  
Must Deposit By: May 10, 2015

PARTICIPANT: DO NOT SIGN UNTIL TIME OF PURCHASE

*Momma Leone*  
Momma Leone

||•0070618969||• I:123456789 I: 987654321||•

**Void**

PARTICIPANT: DO NOT SIGN UNTIL TIME OF PURCHASE

*Momma Leone*

Momma Leone

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# How To Accept Cash Value Vouchers

## STEP 5

- ❖ Verify the signature on the WIC ID Folder to the signature on the WIC check(s) and make sure that they match.

**NEW JERSEY WIC SERVICES**  
MISUSE OF DRAFTS SUBJECT TO STATE OR FEDERAL PROSECUTION. VOID IF ALTERED.  
BUYING, SELLING OR OTHERWISE MISUSING WIC BENEFITS IS A CRIME.  
TO REPORT SUSPECTED ABUSE, CALL 800-424-9121 OR VISIT [www.njwica.gov/olg/hotline.htm](http://www.njwica.gov/olg/hotline.htm).

PAYABLE THROUGH: SOLU TRAIN  
CITIZENS ALLIANCE BANK  
HOWARD LAKE BRANCH  
CLARA CITY, MN 56222  
75-1248/919

70618969

WIC ID NO.	NAME OF PARTICIPANT	PI TYPE	PROG/SITE	FIRST DAY TO USE	LAST DAY TO USE
123456789	Momma Leone	WIC	17/33/01	March 10, 2015	April 10, 2015

FOR PURCHASE OF APPROVED ITEMS ONLY. SEE LIST; NO SUBSTITUTIONS ALLOWED.

001 Fruit and Vegetables  
See Acceptable Cash – Value Voucher Food List  
NOT TO EXCEED \$11.00  
XXX END OF ORDER XXX

Pay to the order of:

Corrected \$ Amount:

VENDOR: FBI IN  
DOLLAR AMOUNT BELOW

\$ 11.00

Payment denied without stamp  
Must Deposit By: May 10, 2015  
PARTICIPANT: DO NOT SIGN UNTIL TIME OF PURCHASE

*Momma Leone*  
Momma Leone

||•0070618969||• I:123456789 I: 987654321||•

**WIC IDENTIFICATION FOLDER**  
Effective January 2015

Take this WIC ID folder with you every time you go to the WIC office, WIC-approved store, or WIC-approved farmers' market.

HOUSEHOLD ID NUMBER: 987654321

NAME(S) OF PARTICIPANTS	WIC ID NUMBER
1 Momma Leone	123456789
2 Jimmy Strideast	123456788
3	
4	
5	
6	
7	
8	

AUTHORIZED REPRESENTATIVE NAME  
*Momma Leone*  
SIGNATURE OF AUTHORIZED REPRESENTATIVE  
*Momma Leone*  
ALTERNATE AUTHORIZED REPRESENTATIVE NAME (ALTERNATE REQUIRED) | AGENCY STAMP HERE

SIGNATURE OF ALTERNATE AUTHORIZED REPRESENTATIVE

PROXY NAME (AGENCY STAMP REQUIRED) | AGENCY STAMP HERE

SIGNATURE OF PROXY

IF FOUND, PLEASE RETURN TO: **GATEWAY WIC**  
10 Washington Street  
Bridgeton, NJ 08302  
(856) 451-6600 [www.njwiconline.org](http://www.njwiconline.org)  
BUYING, SELLING OR OTHERWISE MISUSING WIC BENEFITS IS A CRIME. TO REPORT SUSPECTED ABUSE, CALL 800-424-9121 OR VISIT [www.njwica.gov/olg/hotline.htm](http://www.njwica.gov/olg/hotline.htm).

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# How To Accept Cash Value Vouchers

## STEP 6

- ❖ Vendor must deposit checks in their bank before the **“Must Deposit By”** date stated on the check. *Checks deposit after this day will be marked as “Stale Date” and will not be paid.*

NEW JERSEY WIC SERVICES		PAYABLE THROUGH SOLUTIONS CITIZENS ALLIANCE BANK HOWARD LAKE BRANCH CLARA CITY, MN 56222 73-1248/919		AUTHORIZED REPRESENTATIVE OR PROXY SIGN HERE IF AMOUNT ALTERED	
WIC I.D. NO. 123456789	NAME OF PARTICIPANT Momma Leone	PI TYPE WIC	PROG/SITE 17/33/01	FIRST DAY TO USE March 10, 2015	LAST DAY TO USE April 10, 2015
FOR PURCHASE OF APPROVED ITEMS ONLY. SEE LIST; NO SUBSTITUTIONS ALLOWED.				70618969	
001 Fruit and Vegetables See Acceptable Cash – Value Voucher Food List NOT TO EXCEED \$11.00 XXX END OF ORDER XXX				Pay to the order of:	
				Corrected \$ Amount:	
				VENDOR: FBI IN DOLLAR AMOUNT BELOW	
				\$ 11.00	
				Payment denied without stamp	
				Must Deposit By: May 10, 2015	
				PARTICIPANT: DO NOT SIGN UNTIL TIME OF PURCHASE	
				Momma Leone Momma Leone	

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**Must Deposit By: May 10, 2015**

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# WIC on the WEB (WOW) Checks

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# Pilot WIC WOW Checks

NEW JERSEY WIC SERVICES					
MISUSE OF DRAFTS SUBJECT TO STATE OR FEDERAL PROSECUTION. VOID IF ALTERED. BUYING, SELLING OR OTHERWISE MISUSING WIC BENEFITS IS A CRIME. TO REPORT SUSPECTED ABUSE, CALL 800-424-9121 OR VISIT <a href="http://www.usda.gov/elig/hotline.htm">www.usda.gov/elig/hotline.htm</a> .					
PAYABLE THROUGH SOLITRAN CITIZENS ALLIANCE BANK HOWARD LAKE BRANCH CLARA CITY, MN 56222 75-1248/919					
AUTHORIZED REPRESENTATIVE OR PROXY SIGN HERE IF AMOUNT ALTERED					
099919819 Account 00806848					
WIC I.D. NO.	NAME OF PARTICIPANT	FI TYPE	PROC/SITE	FIRST DAY TO USE	LAST DAY TO USE
200932584	TEST, WIC WOW	WIC	05/30/31	December 22, 2017	January 21, 2018
FOR PURCHASE OF APPROVED ITEMS ONLY. SEE LIST. NO SUBSTITUTIONS ALLOWED.					
1 16 OZ PACKAGE(S) SIZE ONLY CHEESE - ANY BRAND 1 16 OZ PACKAGE(S) WHOLE WHEAT OR SOFT CORN TORTILLA 1 16 OZ PKG(S) WHOLE WHEAT BREAD 1 DOZEN LARGE WHITE EGGS 1 GALLON MILK (1% OR SKIM/FAT FREE) STORE BRAND ONLY 4 CANS (15.5 - 16 OZ SIZE) BEANS, PEAS/LENTILS 36 OZS CEREAL- SEE APPROVED LIST  XXX END OF ORDER XXXX				Pay to the order of: _____ Corrected \$ Amount: _____ VENDOR: FILL IN DOLLAR AMOUNT BELOW \$ _____ Payment denied without stamp Must Deposit By: February 20, 2018 PARTICIPANT: DO NOT SIGN UNTIL TIME OF PURCHASE _____ WIC WOW TEST	

⑈0099919819⑈ ⑆091912482⑆ 00806848⑈

1. "First Day to Use" uses the full month description
2. Item Quantity does not have leading zeroes, but has only the value.
3. Check Number: uses 9 digits instead of 8, and different account number.
4. Foods are listed in all CAPS.
5. The "XXX END OF ORDER XXX" has a line gap under the last food item.

NEW JERSEY WIC SERVICES					
MISUSE OF DRAFTS SUBJECT TO STATE OR FEDERAL PROSECUTION. VOID IF ALTERED. BUYING, SELLING OR OTHERWISE MISUSING WIC BENEFITS IS A CRIME. TO REPORT SUSPECTED ABUSE, CALL 800-424-9121 OR VISIT <a href="http://www.usda.gov/elig/hotline.htm">www.usda.gov/elig/hotline.htm</a> .					
PAYABLE THROUGH SOLITRAN CITIZENS ALLIANCE BANK HOWARD LAKE BRANCH CLARA CITY, MN 56222 75-1248/919					
AUTHORIZED REPRESENTATIVE OR PROXY SIGN HERE IF AMOUNT ALTERED					
099919821 Account 00806848					
WIC I.D. NO.	NAME OF PARTICIPANT	FI TYPE	PROC/SITE	FIRST DAY TO USE	LAST DAY TO USE
200932584	TEST, WIC WOW	WIC	05/30/31	December 22, 2017	January 21, 2018
FOR PURCHASE OF APPROVED ITEMS ONLY. SEE LIST. NO SUBSTITUTIONS ALLOWED.					
1 32 OZ CONTAINER LOW FAT/NON FAT MILK YOGURT - SEE APPROVED FOOD LIST 1 64 OZ. CONTAINER(S) JUICE - SEE APPROVED LIST  XXX END OF ORDER XXXX				Pay to the order of: _____ Corrected \$ Amount: _____ VENDOR: FILL IN DOLLAR AMOUNT BELOW \$ _____ Payment denied without stamp Must Deposit By: February 20, 2018 PARTICIPANT: DO NOT SIGN UNTIL TIME OF PURCHASE _____ WIC WOW TEST	

⑈0099919821⑈ ⑆091912482⑆ 00806848⑈

NEW JERSEY WIC SERVICES					
MISUSE OF DRAFTS SUBJECT TO STATE OR FEDERAL PROSECUTION. VOID IF ALTERED. BUYING, SELLING OR OTHERWISE MISUSING WIC BENEFITS IS A CRIME. TO REPORT SUSPECTED ABUSE, CALL 800-424-9121 OR VISIT <a href="http://www.usda.gov/elig/hotline.htm">www.usda.gov/elig/hotline.htm</a> .					
PAYABLE THROUGH SOLITRAN CITIZENS ALLIANCE BANK HOWARD LAKE BRANCH CLARA CITY, MN 56222 75-1248/919					
AUTHORIZED REPRESENTATIVE OR PROXY SIGN HERE IF AMOUNT ALTERED					
099919833 Account 00806848					
WIC I.D. NO.	NAME OF PARTICIPANT	FI TYPE	PROC/SITE	FIRST DAY TO USE	LAST DAY TO USE
200932584	TEST, WIC WOW	WIC	05/30/31	February 22, 2018	March 21, 2018
FOR PURCHASE OF APPROVED ITEMS ONLY. SEE LIST. NO SUBSTITUTIONS ALLOWED.					
1 58.00 FRUITS AND VEGETABLES - FRESH, FROZEN, OR CANNED SEE APPROVED CASH VALUE VOUCHER FOOD LIST  NOT TO EXCEED \$8.00  XXX END OF ORDER XXXX				Pay to the order of: _____ Corrected \$ Amount: _____ VENDOR: FILL IN DOLLAR AMOUNT BELOW \$ _____ Payment denied without stamp Must Deposit By: April 20, 2018 PARTICIPANT: DO NOT SIGN UNTIL TIME OF PURCHASE _____ WIC WOW TEST	

⑈0099919833⑈ ⑆091912482⑆ 00806848⑈

JUNE 18

# WIC Check Cashing Key Points



JUNE 18



# Transaction & Redemption Procedures

- ❖ Do not accept the following FIs if :
  - ❖ (CAP) only is stated on the check
  - ❖ The Federal bank will return this check and only pay you a fraction of the total.

**NEW JERSEY WIC SERVICES**  
 MISUSE OF DRAFTS SUBJECT TO STATE OR FEDERAL PROSECUTION. VOID IF ALTERED.  
 BUYING, SELLING OR OTHERWISE MISUSING WIC BENEFITS IS A CRIME.  
 TO REPORT SUSPECTED ABUSE, CALL 800-424-9121 OR VISIT [www.njwica.gov/olp/hotline.htm](http://www.njwica.gov/olp/hotline.htm).

WIC ID: NO. 123456788 NAME OF PARTICIPANT Jimmy Strident FI TYPE WIC 17/33/01 FIRST DAY TO USE March 10, 2015 LAST DAY TO USE April 10, 2015

FOR PURCHASE OF APPROVED ITEMS ONLY. SEE LIST. NO SUBSTITUTIONS ALLOWED.

036 Pediasure Peptide 1.5 (CAP) only  
 XXX END OF ORDER XXX

Payment denied without stamp  
 Must Deposit By: May 10, 2015  
 PARTICIPANT: DO NOT SIGN UNTIL TIME OF PURCHASE

*Momma Leone*  
 Momma Leone

||•0070618966||• I:123456789 I: 987654321||•

**NEW JERSEY WIC SERVICES**  
 MISUSE OF DRAFTS SUBJECT TO STATE OR FEDERAL PROSECUTION. VOID IF ALTERED.  
 BUYING, SELLING OR OTHERWISE MISUSING WIC BENEFITS IS A CRIME.  
 TO REPORT SUSPECTED ABUSE, CALL 800-424-9121 OR VISIT [www.njwica.gov/olp/hotline.htm](http://www.njwica.gov/olp/hotline.htm).

WIC ID: NO. 123456789 NAME OF PARTICIPANT Momma Leone FI TYPE WIC 17/33/01 FIRST DAY TO USE March 10, 2015 LAST DAY TO USE April 10, 2015

FOR PURCHASE OF APPROVED ITEMS ONLY. SEE LIST. NO SUBSTITUTIONS ALLOWED.

001 Half Gallon(s) Milk ( 1% or Skim/Fat Free), Store Brand Only  
 001 64 oz. Container(s) Juice – See Approved Food List  
 036 Ozs Cereal – See Approved Food List  
 001 16 oz. Package(s) Whole Wheat Bread  
 XXX END OF ORDER XXX

Payment denied without stamp  
 Must Deposit By: May 10, 2015  
 PARTICIPANT: DO NOT SIGN UNTIL TIME OF PURCHASE

*Momma Leone*  
 Momma Leone

CC:•0070618962||• I:123456789 I: 987654321TT

- ❖ Has Letters anywhere in the MICR Line
  - ❖ The bank will return this check and charge you a “Return Check Fee”.

JUNE 18



# Transaction & Redemption Procedures

- ❖ Do not forget to enter a decimal in the “Vendor Fill in \$ Amount Below” box of the WIC check(s).

**NEW JERSEY WIC SERVICES**  
70618963

123456789 Jimmy Strident WIC 17/33/01 March 10, 2015 April 10, 2015

001 Gallon (1%) Milk (1% or Skim/Fat Free), Store Brand Only  
001 16 oz. Package(s) Cheese  
001 16 oz. Package(s) Tortilla  
XXX END OF ORDER XXX

**Void**

Pay to the order of: Momma Leone

Payment denied without charge  
Must Deposit By: May 10, 2015

[-0070618963] • [123456789] • [987654321] •

VENDOR FILL IN  
DOLLAR AMOUNT BELOW

\$ 347

JUNE 18

# Transaction & Redemption Procedures

- ❖ Do not write over the original price entered into the “Vendor Fill in \$ Amount Below” box of the WIC check(s).

**NEW JERSEY WIC SERVICES**  
70618963

123456789 Jimmy Strident WIC 17/33/01 March 10, 2015 April 10, 2015

001 Gallon (s) Milk (1% or Skim/Fat Free), Store Brand Only  
001 16 oz. Package(s) Cheese  
001 16 oz. Package(s) Tortilla  
XXX END OF ORDER XXX

**Void**

Pay to the order of: Momma Leone

Payment denied without charge  
Must Deposit By: May 10, 2015

0070618963 123456789 987654321

VENDOR FILL IN  
DOLLAR AMOUNT BELOW

\$3.47

JUNE 18

# Transaction & Redemption Procedures

- ❖ Do not use pen colors other than black or blue in the “Vendor Fill in \$ Amount Below” box of the WIC check(s).

NEW JERSEY WIC SERVICES  
123456789 Jimmy Strident WIC 17/33/01 March 10, 2015 April 10, 2015 70618963  
001 Gallon (s) Milk (1% or Skim/Fat Free), Store Brand Only  
001 16 oz. Package(s) Cheese  
001 16 oz. Package(s) Tortilla  
XXX END OF ORDER XXX  
Void  
Pay to the order of  
\$  
Payment denied without charge  
Must Deposit By: May 10, 2015  
Momma Leone  
⑆0070618963⑆ ⑆123456789⑆ 987654321⑆

VENDOR FILL IN  
DOLLAR AMOUNT BELOW  
\$ 3.47

JUNE 18



# Transaction & Redemption Procedures

- ❖ Correct prices that have been entered in the “Vendor Fill in \$ Amount Below” box of the WIC check(s) with Pen Skips or illegible entries.

**NEW JERSEY WIC SERVICES**  
70618963

123456789 Jimmy Strident WIC 17/33/01 March 10, 2015 April 10, 2015

001 Gallon (1%) Milk (1% or Skim/Fat Free), Store Brand Only  
001 16 oz. Package(s) Cheese  
001 16 oz. Package(s) Tortilla  
XXX END OF ORDER XXX

**Void**

Pay to the order of: Momma Leone

Payment denied without charge  
Must Deposit By: May 10, 2015

[-0070618963] • [123456789] • [987654321] •

VENDOR FILL IN  
DOLLAR AMOUNT BELOW

\$ 347

JUNE 18

# Transaction & Redemption Procedures

1. If the incorrect price is entered on a FI or a CVV, in the “Vendor Fill in Dollar Amount” box, you must put a dash (—) across the incorrect price. **(DO NOT try to change the amount that was already written in this box)**
2. Re-enter the correct price on the box labeled “Corrected \$ Amount”
3. Have the participant re-sign on the box that labeled “Sign here if amount altered” on the top of the check.

**NEW JERSEY WIC SERVICES**  
PAYABLE THROUGH: SOLUTRAN  
CITIZENS ALLIANCE BANK  
HOWARD LAKE BRANCH  
CLARA CITY, MN 56222  
75-1248/919

**WIC ID NO.** 123456788  
**NAME OF PARTICIPANT** Jimmy Strident  
**FI TYPE** WIC 17/33/01  
**PROC/SITE** March 10, 2015  
**FIRST DAY TO USE** March 10, 2015  
**LAST DAY TO USE** April 10, 2015

**FOR PURCHASE OF APPROVED ITEMS ONLY. SEE LIST. NO SUBSTITUTIONS ALLOWED.**  
003 Enfamil Infant 12.5 oz. Powder  
XXX END OF ORDER XXX

**Corrected \$ Amount:** 59.97  
**VENDOR: FILL IN DOLLAR AMOUNT BELOW**  
\$ 65.97

**Payment denied without stamp**  
**Must Deposit By:** May 10, 2015  
**PARTICIPANT: DO NOT SIGN UNTIL TIME OF PURCHASE**

**Momma Leone**  
Momma Leone

**||•0070618964||• I:123456789 I: 987654321||•**

JUNE 18

# Transaction & Redemption Procedures

- ❖ In the case that a second mistake is made:
  - ❖ Do Not Redeposit
  - ❖ Send check with the original transaction receipt to the State Agency.

3

2

1

**VOID**

**NEW JERSEY WIC SERVICES**  
MISUSE OF DRAFTS SUBJECT TO STATE OR FEDERAL PROSECUTION, VOID IF ALTERED.  
BUYING, SELLING OR OTHERWISE MISUSING WIC BENEFITS IS A CRIME.  
TO REPORT SUSPECTED ABUSE, CALL 800-424-9121 OR VISIT [www.njsda.gov/alg/hotline.htm](http://www.njsda.gov/alg/hotline.htm).

PAYABLE THROUGH: SOLUTRAN  
CITIZENS ALLIANCE BANK  
HOWARD LAKE BRANCH  
CLARA CITY, MN 56222  
75-1248/919

AUTHORIZED REPRESENTATIVE  
PROXY SIGN HERE IF AMOUNT ALTERED  
*Momma Leone* 70618964

WIC I.D. NO.	NAME OF PARTICIPANT	R TYPE	PROC/SITE	FIRST DAY TO USE	LAST DAY TO USE
123456788	Jimmy Strident	WIC	17/33/01	March 10, 2015	April 10, 2015

FOR PURCHASE OF APPROVED ITEMS ONLY. SEE LIST. NO SUBSTITUTIONS ALLOWED.

003 Enfamil Infant 12.5 oz. Powder  
XXX END OF ORDER XXX

Pay to the order of:

Corrected \$ Amount: ~~59.97~~

VENDOR: FILL IN DOLLAR AMOUNT BELOW

\$ 65.97

Payment denied without stamp  
Must Deposit By: May 10, 2015  
PARTICIPANT: DO NOT SIGN UNTIL TIME OF PURCHASE

*Momma Leone*  
Momma Leone

||•0070618964||• I:123456789 I: 987654321||•

JUNE 18

# Transaction & Redemption Procedures

- ❖ Review Check.
- ❖ Is this Check out of alignment?
- ❖ If Check is out of alignment **DO NOT** accept.
  - ❖ Participant is to return the check to their Local Agency.

NEW JERSEY WIC SERVICES				PAYABLE THROUGH: SOLITRAN CITIZENS ALLIANCE BANK HOWARD LAKE BRANCH CLARA CITY, MN 56222 75-1248/919		AUTHORIZED REPRESENTATIVE OR PROXY SIGN HERE IF AMOUNT ALTERED	
WIC I.D. NO.		NAME OF PARTICIPANT		FILE TYPE	PROG/SITE	FIRST DAY TO USE	LAST DAY TO USE
123456789		Momma Leone		WIC 17/33/01		March 10, 2015	April 10, 2015
FOR PURCHASE OF APPROVED ITEMS ONLY. SEE LIST. NO SUBSTITUTIONS ALLOWED.							
001 Gallon (s) Milk (1% or Skim/Fat Free), Store Brand Only							
001 16 oz. Package (s) Cheese							
001 16 oz. Package (s) Tortilla							
XXX END OF ORDER XXX							
						Vendor: Fill in Dollar Amount Below	
						\$	
						Payment denied without stamp	
						Must Deposit By:	
						May 10, 2015	
						PARTICIPANT: DO NOT SIGN UNTIL TIME OF PURCHASE	
						Momma Leone	

||•0070618967||• I:123456789 I: 987654321||•

JUNE 18



# Transaction & Redemption Procedures

- ❖ Automated Clearinghouse Reimbursement: ACH
- ❖ If you receive a Rejected Check that has **“Over Max \$ Amount ACH may apply”**
  - ❖ **DO NOT** redeposit check.
  - ❖ An item or items on the check has exceeded the Vendors Peer Group Maximum.
  - ❖ The Vendor will be reimbursed for the Peer Group average for this specific check.
  - ❖ The ACH credit \$ Amount will be deposited directly to your bank.
  - ❖ Contact State Agency, and speak to a Vendor Representative.

NEW JERSEY WIC SERVICES		PAYABLE THROUGH SOLICITATION		AUTHORIZED REPRESENTATIVE OR PROXY SIGN HERE IF AMOUNT ALTERED	
WIC ID: 123456788		NAME OF PARTICIPANT: Jimmy Strident		70618968	
WIC 17/33/01		PROCEDURE: WIC 17/33/01		FIRST DAY TO USE: March 10, 2015	LAST DAY TO USE: April 10, 2015
FOR PURCHASE OF APPROVED ITEMS ONLY. SEE LIST. NO SUBSTITUTIONS ALLOWED.				Pay to the order of:	
002 Gallon (s) Milk (1% or Skim/Fat Free), Store Brand Only				Corrected \$ Amount:	
001 16 oz. Package (s) Cheese				VENDOR: FBI IN DOLLAR AMOUNT BELOW	
001 16 oz. Package (s) Tortilla				12345	
001 64 oz. Container(s) Juice - See Approved Food List				\$ 27.95	
XXX END OF ORDER XXX				Payment denied without stamp	
				Must Deposit By: May 10, 2015	
				PARTICIPANT: DO NOT SIGN UNTIL TIME OF PURCHASE	
				Monica Leone	

**Void** Over Max \$ Amount ACH may apply - Void

||-0070618968|| • ||:123456789 I: 987654321|| •

JUNE 18



# Transaction & Redemption Procedures

- ❖ Do not accept Farmers' Market Checks at your store location.
- ❖ Redeem at Authorized New Jersey WIC Farmers'

NEW JERSEY WIC SERVICES		ISSUED THROUGH SOLUTRAN		100000119	
MYUSE OF DRAFTS SUBJECT TO STATE OR FEDERAL PROHIBITIONS. VOID IF ALTERED.		CITIZENS ALLIANCE BANK		Account 00806813	
BUYING, SELLING OR OTHERWISE RECEIVING WIC BENEFITS IS A CRIME.		HOWARD LAKE BRANCH			
TO REPORT SUSPECTED ABUSE, CALL 800-424-FI21 OR VISIT <a href="http://www.nj.gov/odg/foodline.htm">www.nj.gov/odg/foodline.htm</a> .		CLARA CITY, NJ 08202			
		25-1248/919			
WIC I.D. NO.	NAME OF PARTICIPANT	R TYPE	PROG SITE	FIRST DAY TO USE	LAST DAY TO USE
100001243	24512, smoketest	FM	20/01/01	January 01, 2018	September 30, 2018
FOR PURCHASE OF APPROVED ITEMS ONLY. SEE LISTING. NO SUBSTITUTIONS ALLOWED.				Pay to the order of:	
Maximum Value of \$10.00				Corrected \$ Amount:	
To be used only for purchase of locally grown unprocessed fresh fruits, vegetables and herbs.				VENDOR: FILL IN	
Accepted only at Authorized New Jersey WIC Farmers				DOLLAR AMOUNT BELOW	
Cannot be used at Supermarkets or Grocery Stores				\$10.00	
NON-NEGOTIABLE				Payment denied without stamp	
XX NEED OF ORDER XX				Must Deposit By October 30, 2018	
24512 postporum					

JUNE 18