



STATE OF MARYLAND

DHMH

Maryland Department of Health and Mental Hygiene

*Larry Hogan, Governor - Boyd Rutherford, Lt. Governor - Van Mitchell, Secretary*

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September 25, 2015

Dear WIC Vendor:

In accordance with Code of Maryland Regulation (COMAR) 10.54.03.10, all WIC authorized vendors are required to submit their highest shelf prices for the required minimum stock items by the requested due date. **Please submit the Price List Form attached for your store's highest shelf prices in effect on October 1, 2015 no later than October 23, 2015.** If you are a Currently Authorized Retailer (CART) system user, you should submit the prices via CART. **It is important that you report the highest shelf price for WIC food items. If your stores carry private label food items, they may be less expensive than the comparable national brand. If this is the case, you should report the price for the national brand.**

The attached price list form must be completed for each store, or group of stores that you own, which has the same prices. You must also provide the brand and UPC of the food items for which you are submitting prices. **Please read the enclosed UPC instructions carefully since all UPC data must be complete or your price list will be rejected.** You must provide prices for the mandatory food items and any other WIC food items stocked by your store(s).

The due date listed above is the mandatory price collection timeframe. COMAR 10.54.03.10 requires the Program to disqualify a WIC vendor for failure to submit prices when requested to do so by the State Agency. If you have any questions regarding the collection of shelf prices, or completing your form, please contact Terri Buckler at 410-767-5722, Andrea Tompkins at 410-767-5251, or Seena Desai at 410-767-5233.

Sincerely,

Jacqueline Marlette-Boras, MHS, RD, LDN  
Director  
Maryland WIC Program

Attachments