

Agency Name: _____

Shipping Address: _____

Completed By: _____

Name

Phone

**Requisition Form for
Nutrition Services Branch Materials**

Instructions

Purpose: To order materials from the Nutrition Services Branch.

Preparation:

1. Limit orders to one a month per agency.
2. Complete the agency information at the top of each page being submitted
3. Enter the quantity being ordered for each item. *Notes: (E)=English, (S)=Spanish, and E/S=English & Spanish are on the same material. Unless otherwise indicated, the material is a handout (i.e., pamphlet, brochure, flyer, tear-off sheet).*
4. Mail/fax page(s) to: Nutrition Services Branch, 1914 Mail Service Center, Raleigh, NC 27699 (Courier 54-42-01) (fax:919-870-4818)

Disposition: Requesting agency should retain one copy of completed form until order is received.

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Quantity	DHHS#	Material
VENDOR MANAGEMENT		
	0057	Vendor Manual **
	0064	WIC Accepted Here (poster)
	2766	WIC Price List (form)
	2768	Vendor Agreement/Terms of Agreement (form)
	2769	NC WIC Vendor Transaction Guide (25/pack)
	2925-1	Vendor Monitoring Report page 1 (form)
	2925-2	Vendor Monitoring Report page 2 (form)
	2925-2A	Vendor Monitoring Report page 2A (form) <i>Note: Needed only for vendors with 50% or more WIC food sales</i>
	2930	Vendor Authorization for Direct Deposit (ACH Credits)(form)**
	2931	Replaced Food Instrument and Cash-value Voucher Documentation (form)
	3282-1	Vendor Application – page 1 (form)
	3282-2	Vendor Application – page 2 (form)
	3282-2A	Vendor Application – page 2A (form)
	3282-3	Vendor Application – page 3 (form)
	T779	N.C. WIC Vendor Information Update (form)
OUTREACH		
(E/S)	0020	WIC Makes A Healthy Difference! (100/pack)
(E/S)	0021	Got Kids? Get WIC! (bookmark) (100/pack)
(E/S)	0024	Moms Need WIC Too (bookmark) (100/pack)
(E/S)	0025	Are You Pregnant? (bookmark) (100/pack)
(E)	0066	WIC...A Healthy Start Fact Sheet
(S)	0066S	(200/pack)
	1037F	WIC Makes a Difference (outreach folder for use with professional contacts)

Quantity	DHHS#	Material
CERTIFICATION & PARTICIPATION		
(E)	0002	WIC Fair Hearing Poster (single copies)
(S)	0002S	
(E)	0003	Moving? (poster) (single copies)
(S)	0003S	
(E/S)	0005	Justice For All (poster) (single copies)
	0090	Growth Chart 0-36 Months: Boys (100/pad)
	0091	Growth Chart 0-36 Months: Girls (100/pad)
	0092	Growth Chart 2-18 Years: Boys (100/pad)
	0093	Growth Chart 2-18 Years: Girls (100/pad)
	2388	Prenatal Weight Gain Chart (100/pack)
	2821A	WIC Nutrition Assessment & Care Plan -- Infants (100/pad)
	2821B	WIC Nutrition Assessment & Care Plan -- Children (100/pad)
	2822A	WIC Nutrition Assessment & Care Plan – Pregnant Women (100/pad)
	2822B	WIC Nutrition Assessment & Care Plan – Postpartum Women (100/pad)
	2945	WIC Program Verification of Certification (VOC) Card
(E)	3300	WIC Wallet (50/box)
(S)	3300S	
(E/S)	3307	NC WIC Program Shopping Guide (25/pack)
	3492	WIC Exchange of Information Form (100/pad)
(E)	3717	Informed Consent/Signature (form)
(S)	3717S	(100/pack)
(E)	3785	Income Signature Card (form)
(S)	3785S	(100/pack English) (100/pack Spanish)
	3785-2	Income Signature Card Part 2 (100/pack English)
	3835	WIC Program Prescription (form) (50/pad)**

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PRECONCEPTIONAL, PRENATAL & POSTPARTUM NUTRITION EDUCATION		
	0015	Weight Gain Chart for ___ / Need to Gain More Weight?/Gaining Weight Too Fast? (100/pad)
(E)	0027	Love Your Body, Love Yourself - Folic Acid Education (100/pack)
(S)	0027S	Education (100/pack)
	4221	Taking Care of Me (booklet) (50/pack)
(E)	4226	Tips For A Healthy Pregnancy (50/pack)
(S)	4226S	
(S)	4232S	Mujer Total (50/pack)
	T-910	BMI Chart - Are You At A Healthy Weight (poster)
INFANT NUTRITION EDUCATION		
(E)	0017	How to Make Formula for Your Baby (100/pad)
(S)	0017S	
(E/S)	0019	Plan Ahead When Feeding With Formula (100/pad)
(E)	1337	Am I ready for a spoon? (100/pack)
(S)	1337S	
	1405	Weaning To A Cup (50/pkg)
	1434	Development of Infant Feeding Skills (50/pad)
(E/S)	3332	Healthy WIC Foods for Your Baby (50/pack)
(E/S)	3332-A	Healthy WIC Foods for Your Fully Breastfed Baby (50/pack)
	4508	Help Me Be Healthy Birth to 6 months (50/pack)
	4509	Help Me Be Healthy 9 to 12 months (50/pack)

Quantity	DHHS#	Material
BREASTFEEDING PEER COUNSELOR PROGRAM		
	3982	Prenatal Peer Counselor Contact (100/pack)
	3983	Breastfeeding Peer Counselor Contact (100/pack)
	3985	Breastfeeding Peer Counselor Monthly Report (100/pack)
	4115	WIC Prenatal Breastfeeding Peer Counselor Service (100/pack)
BREASTFEEDING EDUCATION		
(E)	0073	Breastfeeding, Keep It Simple (booklet)
(S)	0073S	(100/box)
(E/S)	4120	Breastfeeding: You Can Do It! (DVD) (25/pack)
(E/S)	4201	Caring for Nipples (50/pack)
(E/S)	4202	Breastfeeding, Sex and Birth Control (50/pack)
(E/S)	4203	Going Back to Work or School (50/pack)
(E/S)	4204	Going Out With Your Baby Can Be Easy (50/pack)
(E/S)	4205	Sore Breasts (50/pack)
(E/S)	4206	Feeding and Comforting a Fussy Baby (50/pack)
(E/S)	4207	Is Breastfeeding Going Well? (50/pack)
(E/S)	4208	Common Questions and Concerns About Breastfeeding (50/pack)
(E/S)	4209	Coping With Very Full Breasts (50/pack)
(E/S)	4211	Child Care Fact Sheet: How to Handle Pumped Milk (100/pad)**
BREASTFEEDING PROMOTIONAL ITEMS		
	4106	Bookmarks (100 bookmarks/pack)
	4109	Notepads (25 notepads/pack)
	4111	Crib Cards (100 cards/pack)
	4112	Poster (single copies)
BREASTFEEDING STAFF RESOURCES		
	4107	The Clinician’s Breastfeeding Triage Tool (single copies)
	4215	Promoting, Protecting, and Supporting Breastfeeding, A North Carolina Blueprint for Action (single copies)**

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PRESCHOOL NUTRITION EDUCATION		
(E)	0023	Prevent Lead Poisoning with Good Food
(S)	0023S	(25/pack)
	0081	Dietary Goals for Children/Teaching Your 3-to-5 Year Old About Food (100/pad)
	0084	Your Child’s Weight / Fitness Fun for Children (100/pad)
(E)	1106	The Little Mouse, The Red Ripe Strawberry, & The Big Hungry Bear (100/box)
(S)	1106S	
(E)	1113	Let’s Eat (100/box)
(S)	1113S	
(E/S)	1390	Baby Bottle Tooth Decay (100/pad)
	1420	Fruit and Veggie Fun for Every Season (150/box)
(E/S)	1448	Carlos and Clarice (book) (single copies)
(E/S)	1495	Healthy Habits for Life Kit (100/box)
(E)	4510	Help Me Be Healthy:1 to 1½ years (50/pack)
(S)	4510S	
(E)	4511	Help Me Be Healthy:1½ to 2 years (50/pack)
(S)	4511S	
(E)	4512	Help Me Be Healthy:2 to 2½ years (50/pack)
(S)	4512S	
(E)	4513	Help Me Be Healthy:2½ to 3 years (50/pack)
(S)	4513S	
(E)	4514	Help Me Be Healthy:3 to 3½ years (50/pack)
(S)	4514S	
(E)	4515	Help Me Be Healthy:3½ to 4 years (50/pack)
(S)	4515S	
(E)	4516	Help Me Be Healthy:4 to 4½ years (50/pack)
(S)	4516S	
(E)	4517	Help Me Be Healthy:4½ to 5 years (50/pack)
(S)	4517S	

Quantity	DHHS#	Material
GENERAL NUTRITION EDUCATION		
(E)	0011	Choosing Foods with Iron (100/pack)
(S)	0011S	
(E)	1340	My Pyramid For Kids Tips For Families (100/pack)
(S)	1340S	
	1341	Your Personal Path To Health (50/pack)
(E)	1370	Portion Distortion (50/pad)
(S)	1370S	
(E)	1375	Breaking Down the Food Label (50/pad)
(S)	1375S	
	1430	Making Smart Beverage Choices (50/pad)
	1431	Fast Food Survival Guide (50/pad)
	1432	Choosing More Fruits and Vegetables (50/pad)
	1433	Simple Solutions to Help You and your Family Watch Less Television (50/pad)
	1435	Making Smart Breakfast Choices (50/pad)
(E)	1441	Move to Lower Fat Milk Cow card (50/pack)
(S)	1441S	
	1442	Move to Lower Fat Milk Poster (single copies)
	1446	Lower Fat Milk Rx Pad Conversation Starter (50/pad)
(E)	3305	Fruit and Vegetable Cost Ruler (50/pack)
(S)	3305S	
(E)	4622	Get More...Because More Matters Guide (50/pack)
(S)	4622S	
	4701	Families Eating Smart Moving More Meals to Remember (50/pad)
	4702	Families Eating Smart Moving More Activities to Remember (50/pad)
	4703	Families Eating Smart Moving More Shopping List (50/pad)
	4704	Families Eating Smart Moving More Wipe-Off Board (25/pack)

WRITE-IN ITEM(S)
