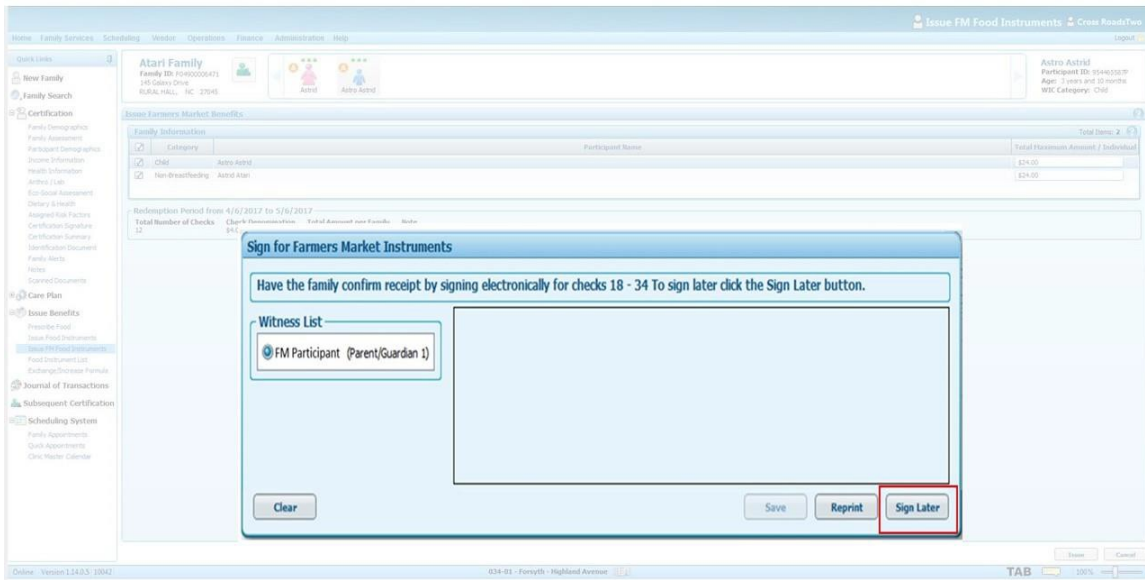


# Farmers' Market Delayed Signature Procedure

The *Sign Later* button allows WIC staff to issue and print FMFIs (FM coupons), then select *Sign Later* from the *Sign for Farmers Market Instruments* screen. When the participant arrives for pick up, the staff will then select *Delayed Signature for FMFI Issuance* from the **Food Maintenance** container on the Home screen and capture the signature for the receipt of the FMFIs.

## Issue Farmers' Market Benefits Screen

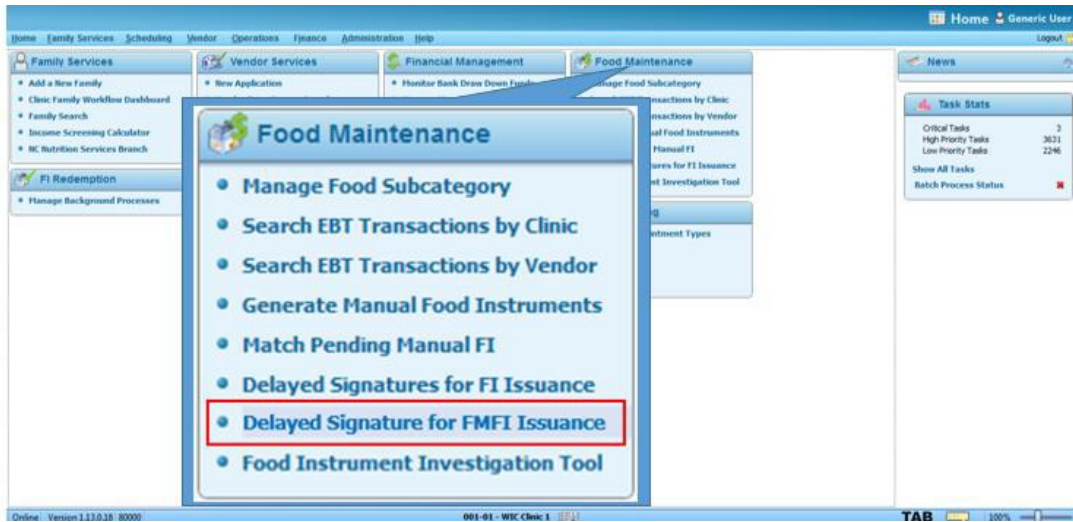
The *Sign for Farmers Market Instruments* issuance popup includes the *Sign Later* button



Using the *Sign Later* button saves the status of the FMFIs as *Printing*.

	Name	Serial	Status	Vendor ID	Vendor Name	FI Issuance Date	FI Vendor Redemption Date	FI Expiration Date	FI Void Date
<input type="checkbox"/>		3076	Printing			4/6/2017		6/5/2017	
<input type="checkbox"/>		3077	Printing			4/6/2017		6/5/2017	
<input type="checkbox"/>		3078	Printing			4/6/2017		6/5/2017	
<input type="checkbox"/>		3079	Printing			4/6/2017		6/5/2017	
<input type="checkbox"/>		3080	Printing			4/6/2017		6/5/2017	
<input type="checkbox"/>		3081	Printing			4/6/2017		6/5/2017	
<input type="checkbox"/>		3082	Printing			4/6/2017		6/5/2017	
<input type="checkbox"/>		3083	Printing			4/6/2017		6/5/2017	
<input type="checkbox"/>		3084	Printing			4/6/2017		6/5/2017	
<input type="checkbox"/>		3085	Printing			4/6/2017		6/5/2017	
<input type="checkbox"/>		3086	Printing			4/6/2017		6/5/2017	
<input type="checkbox"/>		3087	Printing			4/6/2017		6/5/2017	

The **Food Maintenance** container on the Home Page has been modified to include a new link for *Delayed Signature for FMFI Issuance*.



Below is the grid triggered when *Delayed Signature for FMFI Issuance* is selected from the **Food Maintenance** container. The grid is named *Delayed Signature FMFI List*.


From the **Delayed Signature for FMFI** screen, the user will be able to perform the following activities:

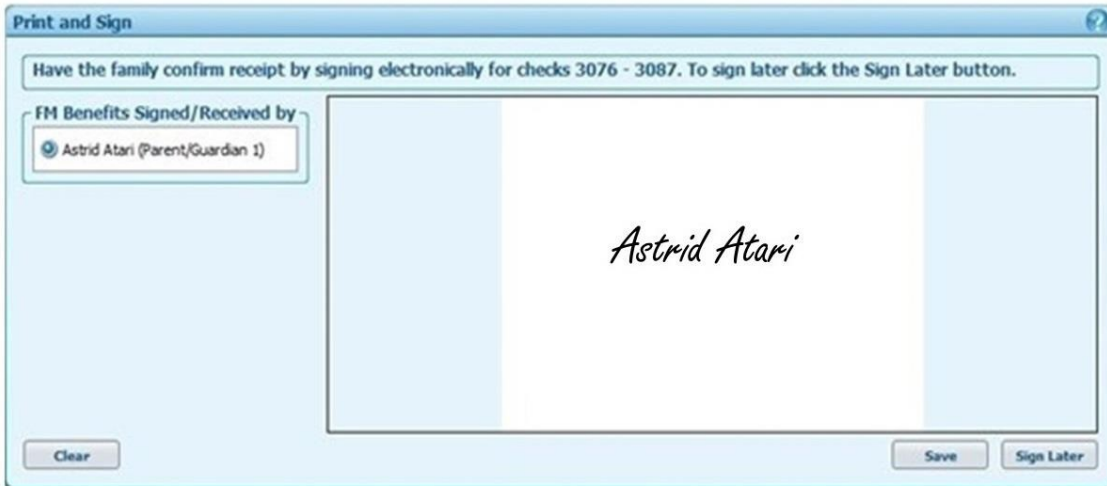
- (✎) Capture the signature for the receipt of the selected family's FMFIs that have been printed.
- (✕) Void FMFIs for a selected family that have been printed.

Parent/Guardian 1		Printed Date	# of Instruments
✎ ✕	DJ PARROTT	3/18/2014	3
✎ ✕	REVA REDSTONE	7/10/2014	6
✎ ✕	SALLY SHORES	8/4/2014	3
✎ ✕	JANE JOHNSON	9/10/2014	12
✎ ✕	GRACE SMITH	9/11/2014	114
✎ ✕	GRACE FLORIA	9/16/2014	8

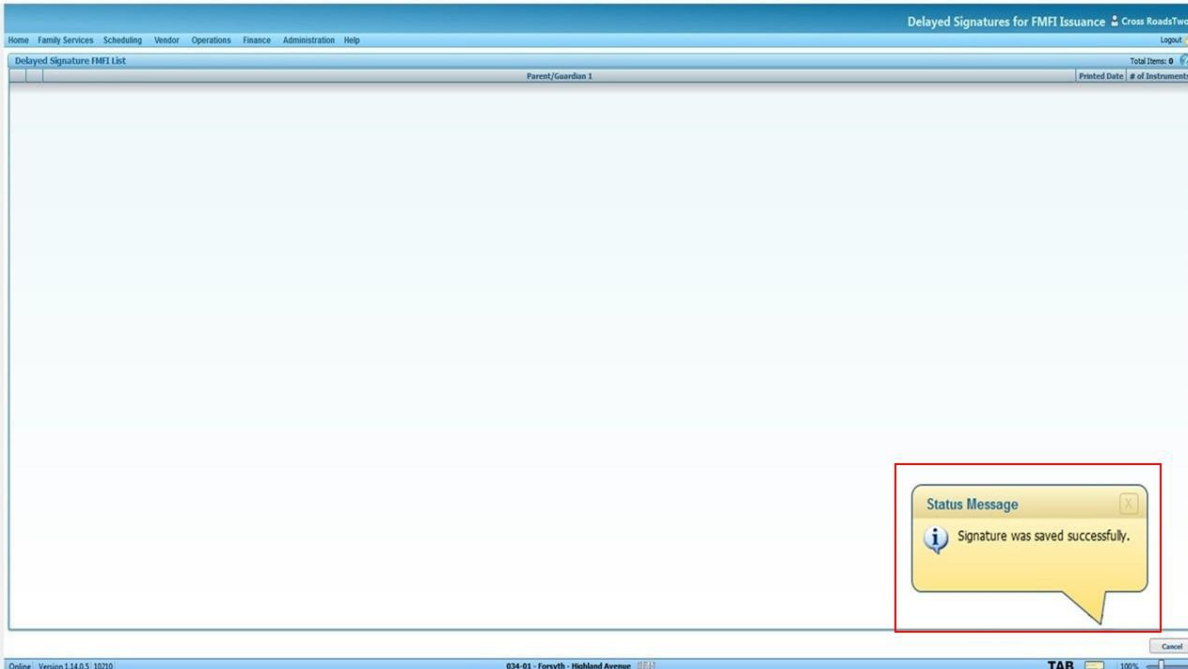
A **Cancel** button is at the bottom of the screen to dismiss without updates.

## Electronic Signature

After clicking the  icon beside the family on the *Delayed Signature for FMFI List* the user will now be able to capture the signature for the receipt of the selected family's FMFIs that have been printed.



After the signature is captured, click the *Save button* and the user should see the message *Signature was saved successfully* at the bottom of the screen. Then return to the **Food Instrument Investigation Tool** to check the status of the FMFIs.



## Food Instrument Investigation Tool:

Verify that the FMNP FIs now have a status of Issued.

The screenshot displays the 'Food Instrument Investigation Tool' interface. At the top, there is a navigation menu with options: Home, Family Services, Scheduling, Vendor, Operations, Finance, Administration, and Help. Below the menu is the 'Search Criteria' section, which includes a 'Select Program' dropdown set to 'WIC - Farmers Market'. The search criteria are organized into several panels: 'Search By' (with radio buttons for FI, Exception, Compliance, Rejected Reason, and Force Pay), 'Status' (with checkboxes for Printing, Pending, Issued, Voided, and Redeemed), 'FI Serial Numbers' (with input fields for Start, End, and FI Type), 'Vendor Information' (with input fields for Vendor ID and Name), 'Date Range' (with dropdowns for Date Type and input fields for Start Date and End Date), and 'Misc.' (with input fields for Family ID, Paid Amount, and Presentment Amount). A 'Search' button and a 'Clear All' button are located at the bottom of the search criteria section.

Below the search criteria is the 'Search Results' table. The table has the following columns: Name, Serial #, Status, Vendor ID, Vendor Name, FI Issuance Date, FI Vendor Redemption Date, FI Expiration Date, and FI Void Date. The table contains 12 rows of data, all of which have a status of 'Issued'. A red box highlights the 'Status' column for the first 12 rows, confirming that all FIs are in the 'Issued' state.

Name	Serial #	Status	Vendor ID	Vendor Name	FI Issuance Date	FI Vendor Redemption Date	FI Expiration Date	FI Void Date
	3076	Issued			4/6/2017		6/5/2017	
	3077	Issued			4/6/2017		6/5/2017	
	3078	Issued			4/6/2017		6/5/2017	
	3079	Issued			4/6/2017		6/5/2017	
	3080	Issued			4/6/2017		6/5/2017	
	3081	Issued			4/6/2017		6/5/2017	
	3082	Issued			4/6/2017		6/5/2017	
	3083	Issued			4/6/2017		6/5/2017	
	3084	Issued			4/6/2017		6/5/2017	
	3085	Issued			4/6/2017		6/5/2017	
	3086	Issued			4/6/2017		6/5/2017	
	3087	Issued			4/6/2017		6/5/2017	

This completes the FMFI delayed signature process.