

Alaska WIC Food Exemption Request Form Instructions

WIC VENDOR: Submit this form to the State WIC Office after reading the exemption policy and qualification for exemptions listed below.

WIC COORDINATOR: If approved, send a signed copy of this request to the State WIC Office within 15 days of receipt.

Exemption Policy:

As a condition of authorization, all vendors are required to maintain minimum stocks of the State's approved WIC foods at all times. All vendors should order and stock a sufficient amount of these foods to supply to WIC participants and other store patrons.

The Alaska WIC Program allows stores in rural areas only to be exempted from stocking specific food items that

- a. are fresh foods that cannot be ordered and delivered to the community at all, or that will not have an adequate shelf life upon delivery to the community to be regularly available to WIC participants. Example: if fresh milk, or fresh milk with sufficient shelf life cannot be obtained by the vendor in a remote area.

OR

- b. are food items that the local WIC agency does not prescribe to any participant in the community. Example: tofu or soy beverage, which are options for participants that may not be selected by any participant in the community, and thus do not appear on any WIC checks tendered in the community.

A vendor or vendor applicant in a rural area may request an exemption for fresh milk, fresh milk - gallon size only, whole wheat bread, lactose free or lactose reduced milk, powdered milk, soy beverage, or tofu by submitting the WIC Food Exemption Request Form to the State WIC Office's Vendor Management Unit, who will consult the appropriate local WIC agency. No WIC approved foods other than those listed in this paragraph may be exempted.

A local WIC agency may recommend approval of an exemption by the State WIC Office if the:

- a. vendor is classified in a rural peer group;
- b. vendor's request is submitted on the correct form;
- c. vendor qualifies under criterion a or b above;
- d. vendor agrees to make the exempted item(s) available in the store within 15 days of notification by the local WIC agency staff that the item(s) are needed;
- e. vendor certifies that the store will not stock the exempted item(s) for the duration of the exemption.

The State WIC Office will approve the exemption if the request is properly submitted and the local WIC agency recommends approval. If at any time the vendor begins stocking an exempted food item, the exemption will be terminated and minimum stocking requirements must be met.