

Please find enclosed your South Dakota WIC Application Packet.

**You cannot accept WIC checks until you have been contracted with the South Dakota WIC Program or have received written notification that your application has been approved.** To be a WIC Retailer, you must abide by specific Program requirements as indicated in the WIC Retailer Management Handbook and WIC Retailer Agreement.

Once it is determined that you meet the requirements of the WIC Program, I will determine if there is a need for a WIC Retailer in your community. The Program reserves the right to limit the number of retailers per WIC clinic service area based on the needs of the participants and the State Agency's resources to train and monitor the retailers.

To complete the application process, please:

1. Read the enclosed WIC Retail Management Handbook to determine your store's ability to comply with the WIC Program regulations.
2. Review the enclosed Food Shopping Guide to identify the authorized WIC foods and determine your store's ability to stock them. Minimum stocking requirements are indicated on Pages 18-22 of the Handbook.
3. Complete the enclosed Application Form in its entirety (pages 11-14 in Handbook) and WIC Foods Price List (located in front pocket). All areas must be completed in order to be processed. Complete the Price Sheet by listing the current regular price charged for that item. If you do not carry the item, do not write a price down for it.
4. Mail your complete Application and Price List to:

Renee Osterkamp, Retail Coordinator  
WIC Program – Hayes Building  
600 E Capitol  
Pierre SD 57501

Thank you for your interest in the South Dakota WIC Program. Should you have any questions, please feel free to contact me at (605) 773-6206.

Sincerely,

Beth Henrichsen  
Vendor Manager  
WIC Program

cc: Renee Osterkamp, Retail Coordinator