

WIC Compliance Buy Report

Submit to State Agency completed Compliance Report within five business days of purchase date

* Required

1. Vendor Name *

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2. V# *

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3. InvestigationID

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4. Address

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5. City

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6. State

Mark only one oval.

- ME
 NH

Scenario Plan

7. Plan Buy type(s)

Check all that apply

Mark only one oval per row.

	1
Short	<input type="radio"/>
Exchange	<input type="radio"/>
Exceed	<input type="radio"/>
Minor Substitution	<input type="radio"/>
Major Substitution	<input type="radio"/>
Cash	<input type="radio"/>
Other (Identify in note section)	<input type="radio"/>

8. Compliance Buy Scenario

What is the plan?

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Compliance Buy Outcome

Fill out immediately following compliance buy, NOTE any changes to plan.

9. Visit number

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10. Compliance buy date

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Example: December 15, 2012

11. Store operation is

Mark only one oval.

- Open
- Closed due to Emergency
- Closed due to Move
- Closed due to Renovation
- Closed Unknown
- Closed Hours Changed
- Cessation of Operations

12. Name Change

(if sign/receipt different from demographics)

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13. New address

(if different from demographics)

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Transaction Information

14. Register #

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15. # of customers ahead
.....**16. # of customers behind**
.....**17. Cashier name**
.....**18. Sex**

Mark only one oval.

Female

Male

19. Height
.....**20. Build**

Mark only one oval.

Small

Medium

Large

21. Estimated Age

Mark only one oval.

Teen

20-25

26-30

31-35

36-40

41-45

46-50

51-55

56+

22. Apparent Ethnicity

Mark only one oval.

- White
- Black
- Hispanic
- Asian
- Other

23. Other Identifying Information

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24. Did store have stock of WIC foods on shelves?

Mark only one oval.

- Yes
- No
- Not Reviewed

25. Did cashier request your WIC ID Folder?

Mark only one oval.

- Yes
- No
- N/A

26. Register System

Mark only one oval.

- Warns item WIC ineligibility
- Does not indicate WIC ineligibility
- Does not scan
- Unknown

27. Did cashier require assistance to transact WIC?

Mark only one oval.

- Yes - WIC documentation
- Yes - Another staff
- No

28. Did cashier compare check signature to WIC ID folder?

Mark only one oval.

- Yes
- No
- N/A

Check Log

Log food purchased with check number.

29. Were you treated the same as other customers?

Mark only one oval.

- Yes
- No
- N/A

30. Buy type(s)

Type of buy performed on 1st check.
Mark only one oval per row.

	1
Short	<input type="radio"/>
Exchange	<input type="radio"/>
Exceed	<input type="radio"/>
Minor Substitution	<input type="radio"/>
Major Substitution	<input type="radio"/>
Cash	<input type="radio"/>
Other (Identify in note section)	<input type="radio"/>

31. Did cashier accept to transact WIC check?

Mark only one oval.

- Yes
- No
- N/A

32. Did cashier confirm dates on the WIC check?

Mark only one oval.

- Yes
- No
- N/A

33. Did cashier attempt to match food with WIC check?*Mark only one oval.*

- Yes
 No
 N/A

34. Cashier allowed on WIC transaction*Mark only one oval.*

- Alcohol/ Tobacco
 Cash Exchange
 Non-food item
 Non-WIC food (excess food)
 Substitution of WIC food for other WIC food
 Rain check or store credit
 Only WIC foods listed
 Wrong Formula

35. Amount entered on WIC check by*Mark only one oval.*

- Self
 Clerk
 Register
 No amount entered during transaction
 N/A

36. Did cashier request a signature on WIC check?*Mark only one oval.*

- Yes
 No
 N/A

37. Did the cashier offer receipt?*Mark only one oval.*

- Yes
 No
 N/A

38. Did cashier sell expired WIC food?

Mark only one oval.

- Yes
- No
- N/A

39. Other issues/deficiencies

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40. Comments/ Observations

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41. Check Number

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42. FIRST DAY TO USE

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Example: December 15, 2012

43. LAST DAY TO USE

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Example: December 15, 2012

44. Items Purchased with above check number

Quantity, Size, Item description, Unit cost, Sub total, Total Cost (2 12.5 oz. Cans Pwd Enfamil Infant \$17.99 Sub total \$35.98 Total \$35.98)

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45. List of foods NOT purchased on WIC Check

Quantity, Size, Item description (2 12.5 oz. Cans Pwd Enfamil Infant 365421)

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46. 2nd WIC check used? *

Mark only one oval.

- Yes
- No
- N/A

2nd Check Log

Log food purchased with check number.

47. 2nd Buy type(s)

Mark only one oval per row.

	1
Short	<input type="radio"/>
Exchange	<input type="radio"/>
Exceed	<input type="radio"/>
Minor Substitution	<input type="radio"/>
Major Substitution	<input type="radio"/>
Cash	<input type="radio"/>
Other	<input type="radio"/>

48. 2nd Buy Did cashier accept to transact WIC check?

Mark only one oval.

- Yes
- No
- N/A

49. 2nd Buy Did cashier confirm dates on the WIC check?

Mark only one oval.

- Yes
- No
- N/A

50. 2nd Buy Did cashier attempt to match food with WIC check?*Mark only one oval.*

- Yes
 No
 N/A

51. 2nd Buy Cashier allowed on WIC transaction*Mark only one oval.*

- Alcohol/ Tobacco
 Cash Exchange
 Non-food item
 Non-WIC food (excess food)
 Substitution of WIC food for other WIC food
 Rain check or store credit
 Only WIC foods listed
 Wrong Formula

52. 2nd Buy Amount entered on WIC check by*Mark only one oval.*

- Self
 Clerk
 Register
 No amount entered during transaction
 N/A

53. 2nd Buy Did cashier request a signature on WIC check?*Mark only one oval.*

- Yes
 No
 N/A

54. 2nd Buy Did the cashier offer receipt?*Mark only one oval.*

- Yes
 No
 N/A

55. 2nd Buy Did cashier sell expired WIC food?

Mark only one oval.

- Yes
- No
- N/A

56. 2nd Buy Other issues/deficiencies

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57. 2nd Buy Comments/ Observations

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58. 2nd Buy Check Number

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59. 2nd Buy FIRST DAY TO USE

Example: December 15, 2012

60. 2nd Buy LAST DAY TO USE

Example: December 15, 2012

61. 2nd Buy Items Purchased with above check number

Quantity, Size, Item description, Unit cost, Sub total, Total Cost (2 12.5 oz. Cans Pwd Enfamil Infant \$17.99 Sub total \$35.98 Total \$35.98)

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62. 2nd Buy List of foods NOT purchased on WIC Check

Quantity, Size, Item description (2 12.5 oz. Cans Pwd Enfamil Infant 365421)

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Compliance Shopper

The facts stated on this Compliance Buy Reporting Form are true and accurate to the best of my knowledge. If I am called to testify as a witness in any proceeding, I am competent to testify to the matters stated herein on this form.

63. Compliance Shopper Name

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64. Compliance Shopper e-mail

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65. Compliance Shopper e-mail

.....
Example: December 15, 2012

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