



MEMORANDUM

MEMO TO: All Authorized Utah WIC Vendors

FROM: JoDell Geilmann-Parke
Vendor Coordinator
Utah WIC Program

DATE: April 24, 2021

MEMO #: FY 2021-1

SUBJECT: **WIC Vendor Price Survey**

The semi-annual WIC Vendor Price Survey is due to be completed. Please complete the price survey form and return it to the State WIC Office by **May 29, 2021**. Attached with this memo is a PDF fill-in form. You will also be able to access the Vendor Price Survey Form on our website at: <https://wic.utah.gov/vendors/price-surveys/>. If possible, please complete the form electronically. If necessary, you may print the form and complete it manually. (Tip for completing a PDF fill-in form: Save the blank form to your computer. Reopen the form and enter your data. Save the form, checking to ensure your data is retained.)

As you complete the survey, refer to the [Utah WIC Authorized Foods booklet](#) for brand information. Please report the highest price for each food category listed on the Vendor Price Survey. As a reminder, breakfast cereals and yogurt pricing is reported as highest price per ounce. All pricing should be the regular price, do not report sale prices. You should report prices for all items on the Vendor Price Survey that your store carries.

After completion of the survey, send your form as an email attachment to: wicvendors@utah.gov. If necessary to complete the form manually, you may scan your form and attach to the email. If you need to submit a paper copy, please mail via USPS to:

Utah WIC Program
Attn: Vendor Coordinator
PO Box 141013
Salt Lake City, UT 84114-1013

If there are any questions or concerns please contact JoDell Geilmann-Parke at 1-877-WIC-KIDS or via email at wicvendors@utah.gov. We value the partnership that we have with your store!

cc: Local WIC Clinic Director, Local WIC Clinic Vendor Coordinator