

## Request to Add UPC(s) to the LA WIC Authorized Approved Product List UPC Database

To update or add a new product to the LA WIC Authorized Product List (APL), vendors, manufacturers, and wholesale suppliers must:

1. Complete this form for each product requested to be added to the LA WIC APL and UPC database.
2. The product label must include the product name, size, manufacturer, nutrition facts, and the UPC barcode.
3. Email, fax or mail the completed form ***along with a copy of the label and UPC barcode*** for each requested product to be added to the LA WIC APL and UPC database.
4. Manufacturers must include a list of stores where the product/food item/formula is available in Louisiana.

VENDOR/CONTACT INFORMATION			
<b>Vendor Name:</b>		<b>Vendor Number:</b>	
<b>Address:</b>			
<b>City, State, Zip:</b>		<b>Parish:</b>	
<b>Contact Name:</b>		<b>Contact Phone:</b>	
<b>Contact Email:</b>			

FOOD OR FORMULA	BRAND NAME	NAME OF PRODUCT	UNIT PRICE	STATE USE ONLY APPROVED/DISAPPROVED

	STORE NAME	ADDRESS, CITY, STATE, ZIP	STATE USE ONLY APPROVED/DISAPPROVED
<b>MANUFACTURER'S or WHOLESALERS USE ONLY</b> <i>(use additional sheets, if necessary)</i>			

RETURN COMPLETED FORM VIA EMAIL, FAX, OR MAIL	
<b>EMAIL:</b> <a href="mailto:LAWICUPC@la.gov">LAWICUPC@la.gov</a> WITH SUBJECT LINE "REQUEST TO ADD UPC"  <b>FAX:</b> 504-568-8232	<b>MAIL:</b> LDH/OPH/BUREAU OF NUTRITION SERVICES VENDOR MANAGEMENT UNIT PO Box 60630 NEW ORLEANS, LA 70112  <b>QUESTIONS? CALL 504-568-8229</b>

STATE USE ONLY:		
<b>Received by:</b>	<b>Date:</b>	<b>Not Approved (include the reason):</b>
<b>Reviewed by:</b>	<b>Date:</b>	