



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



WIC Vendors must only sell WIC Approved Food Items included on Louisiana WIC’s Authorized Product List (APL). The APL is posted monthly to the Louisiana WIC Vendor Hub, <https://ldh.la.gov/index.cfm/page/990>. Use this form to request an update or addition of a new food item to the LA WIC APL.

**Instructions:**

1. Review the LA WIC Procedure to Add a UPC to the APL prior to completing this form.
2. Fully complete Sections I and II of this form.
3. Attach a copy of the product label for each food item – the product label must include the product name, size, manufacturer, nutrition facts, and the UPC barcode.
4. Email or fax the completed form *along with a copy of the label and UPC barcode* for each item requested to [LAWICUPC@la.gov](mailto:LAWICUPC@la.gov) or 225-376-4674 (fax).

SECTION I – Vendor/Requester Information			
<b>Vendor/Company Name:</b>		<b>Vendor Number:</b> <small>(if applicable)</small>	
<b>Address:</b> <small>(include City, State, Zip)</small>			
<b>Requester Name:</b>		<b>Requester Phone:</b>	
<b>Requester Email:</b>			

SECTION II – Proposed Food Item(s)					
Food Item	UPC	Brand Name	Name of Product	Unit Price	STATE USE ONLY Approved?

STATE USE ONLY:		
<b>Received By:</b>	<b>Date:</b>	<b>Reason if NOT Approved:</b>
<b>Reviewed By:</b>	<b>Date:</b>	