

Applying for WIC?

If you are applying for WIC for the first time or are requesting to continue benefits, you must bring the right people and a few key items to your appointment.



People



Proof of Identity



Proof of Income



Proof of Residency

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.asc.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- 1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for
Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- 2) fax: (202) 690-7442; or
- 3) email: program.intake@usda.gov.

This institution is an equal opportunity provider.

Anything else?

When available, also bring the following for all family members applying for WIC. This will help speed up the time to get you started.

- Shot record for your infant or child
- Your medical information/form
- Proof of pregnancy from your doctor
- Your WIC ID card if applying to continue services



Citizenship and immigration status are NOT required for WIC services.

You must keep your WIC appointments to keep receiving benefits.



www.scdhec.gov/wic

What to Bring to Your WIC Appointment





People

Please bring **all family members** applying for services (you, your child and/or your infant).

If the appointment is for an infant or child, only a parent or authorized representative who lives with the child can bring the child and complete the paperwork.



Proof of Identity

Bring at least **one form of identification** (ID) for yourself and one form of ID for your infant or child who is applying for WIC.

Current = Dated within 30 days of appointment

Valid = Not being expired at time of the appointment

Adult Applicants, Parents and Authorized Representatives

- Valid driver's license
- Valid ID card with photo
- Current bill with name on it
- Valid insurance card/policy
- Active S.C. Medicaid card or notice of eligibility
- Valid passport
- Valid U.S. military identification
- Social Security card
- Marriage license
- Valid school ID
- Voter registration card
- Valid S.C. DMV ID with photo
- Current pay stub with name
- Valid beginner's permit
- Valid S.C. WIC ID card (must be currently participating in WIC program)

Infants and Children

- Birth certificate
- Social Security card
- Current foster child placement letter/notice
- Valid school ID
- Active S.C. Medicaid card or notice of eligibility
- Infant's hospital ID bracelet*
- Hospital birth card (crib card)*
- Hospital footprint card*
- Valid S.C. WIC ID card (must be currently participating in WIC program)

* Must not exceed 12 months from date of birth



Proof of Income

Please bring the **last 4 weeks of paystubs if paid weekly** or the **last 2 paystubs if paid twice per month** as proof of income for everyone living in your home for the last 30 days.

Current = Dated within 30 days of appointment

Valid = Not being expired at time of the appointment

- Active S.C. Medicaid card or notice of eligibility
- Valid SNAP notice of eligibility (An EBT card is not considered acceptable proof)
- Valid TANF notice of eligibility
- Current pay stubs
- Regular cash contributions: bring a signed/dated letter from any person (not living in the household) who regularly contributes income to the household
- Unemployment letter/notice or 'Workers' Compensation letter
- Recent leave and earnings statement (LES) for military personnel
- Foster child placement letter/foster parent award letter showing the amount received for foster care
- Court order or divorce decree showing alimony and/or child support
- Self-employed ONLY - Recent 1040 ES quarterly tax form or company account books (records) or 1040 form for the past year
- Statement from employer dated within 30 days of the appointment.
- 1. Including the name of the company, address and telephone number.
- 2. Must indicate gross earnings for a specific time period. (weekly, bi-weekly or monthly)



Proof of Residency

Bring in **one item** that proves where you live. The item must show your street address. Post Office (PO) box numbers will not be accepted.

Current = Dated within 60 days of appointment

Valid = Not being expired at time of the appointment

- Valid S.C. driver's license with current street address
- Car registration/title
- Current bank statement
- Mortgage or rental agreement
- Valid S.C. DMV ID card with current street address
- Pay stub or military leave and earnings statement (LES) with street address
- Current bill with street address
- Voter registration card
- Valid S.C. beginner's permit with current street address
- Tax document (most recent) for the self-employed ONLY
- Current letter from a reliable third party (such as a social worker, landlord, etc.) confirming your address

