



WIC LOST/STOLEN CHECK REPORT

(to be completed by Local WIC Provider staff)

Local WIC Provider COUNTY:

Participant Name:

State WIC ID / Household ID:

Date Checks Reported Lost / Stolen to Local WIC Provider:

Number of Checks Replaced:

Check Number(s) Reported as Lost / Stolen:

Provide Description of What Happened to Checks:

Check Replacement Date:

- Checks replaced due to natural disaster or misfortune may be replaced for up to 3 months without a waiting period. Third party documentation is required, such as: police or fire department report or report number; newspaper article documenting natural disaster; or a statement from a crisis shelter/center. Documentation from friends and family is not acceptable.

Provide description of third party documentation viewed by local WIC provider staff:

- Checks reported lost/stolen for other reasons, or without documentation, shall not be replaced for current month. All checks (except current month/cycle) replaced after waiting period of 7 calendar days.
- Exceptions to replacing current month's checks can be made on a case-by-case basis with approval from the WIC or Nutrition Coordinator.

Provide description of exception, and name of WIC/Nutrition Coordinator approving exception:

By signing below, I understand that if the replaced checks and the checks reported as lost/stolen are both redeemed by the participant/guardian or proxy, resulting in duplication of allowed food benefits for a single time period, this is considered abuse of the program. As a result, I may be required to pay for additional food received, pick up checks on a monthly basis, or be suspended from the WIC program. Any program sanctions will be at the direction of the Missouri WIC program. **I will not use any checks reported as lost or stolen; if found, I will return them to the WIC office.** I have read and/or all the above information has been explained to me. I understand it is my responsibility to keep my WIC folder and checks safe.

Participant / Guardian Signature: (Replacement checks cannot be issued to proxies.)

Date:

X