

WIC Application/ Contract Process

This process is in two parts, one being gaining approval from the state and the other is contracting with us for your distribution services. The following are the steps to complete this process:

Part I

1. Print out the Application for the state.
2. Fill in the fields indicated and choose the WICs to which you would like your brochure distributed.
3. Sign and date the Application.
4. Mail it via USPS to the address noted at the bottom of the form and include one sample of your brochure.
5. Once you receive approval submit your Rack Fee by check to NH DTTD Attn: Jennifer Townsend 172 Pembroke Rd. Concord, NH 03301.

Part II

1. Print out the Contract for WMAA WIC Brochure Distribution Program.
2. Fill in the fields indicated and make sure to select the same WICs as you selected on the state's Application. Please note our tiered pricing is based on the number of WICs and number of months you require for distribution. As one of our members, you are entitled to the lower price bracket.
3. Sign, date and return the Contract to WMAA.

Part III

1. When we are notified of your approval, we will invoice you and begin distribution of your brochures.
2. Please submit your Brochure Distribution Payment to WMAA. If you are paying by check, please send everything via USPS to WMAA PO Box 10 North Woodstock, NH 03260.

Part IV

1. Please drop off or ship 200-300 brochures per WIC to our Visitor Center at 200 Kancamagus Highway, North Woodstock, NH 03262. Write "For WIC" on the outside of the container so that we can place them in the proper storage area and distribute them to your designated Welcome Centers!

Note: We will contact you when we need more of your brochures.