

Updating Vendor Information

After you have made your changes, click on the words "Submit Changes" located at the bottom of the form.

Arizona WIC Program Vendor Application - Owner: 7292 - User Manual

Store Demographic and Bank Update
Submit updates not later than 30 calendar days prior to change.

Vendor: USER TEST MARKET

Type of Change (select all that apply)
 Store Name Store Address Store Telephone Store Contact Store Bank Information

Store Information
 New Store Name: USER TEST MARKET
 Email Address: _____
 Store Address
 Address: 987 Test Drive
 City: MESA
 State: AZ Zip: 85204 Get City+*
 Country: ARIZONA

Store Telephone & Fax
 Phone: (402) 555-1212
 Fax: (402) 555-1212
 Other Contact: _____

Store Contact Information
 New Store Manager: USER MANUAL
 New Title: ASSISTANT MANAGER
 Start date at store: 10/01/2009

Banking Information
 Bank Name: JP MORGAN CHASE BANK/122100024 Add New Bank
 Routing Number: 122100024
 Account #: 123321456
 Effective Date: 10/01/2009

Submit Changes Cancel

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Store Telephone & Fax
 Phone: (402) 555-1212
 Fax: (402) 555-1212
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Store Contact Information
 New Store Manager: USER MANUAL
 New Title: ASSISTANT MANAGER
 Start date at store: 10/01/2009

Store Change Information Has been Submitted! Submit Changes Cancel

Once changes are submitted, you will see the words "Store Change Information Has been Submitted" in red print.



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Arizona WIC Alert



New Vendor Website Online Feature

The Arizona WIC Program is constantly looking for opportunities to improve processes and make things easier for our Vendors. This month we would like to introduce a new feature on the Arizona WIC Program's Vendor Website.

Vendors are required to notify the Program of any changes to the store name, address, phone number and bank account not later than 30 days before the change(s) go into effect. Store changes can now be made on the Vendor Website at <http://vendor.azwic.gov>. The types of changes that can be made include, store name, address, telephone, store contact and bank information. Just follow the instructions that are contained in this WIC Alert.

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Women, Infants & Children Helping Arizona Families Grow Strong

Please Login

Username: _____
 Password: _____
 Sign In

Forgot your ID or password? Call Help Desk at 1-888-432-8223

Don't have a User ID? Sign Up

Using your computer, log into the Vendor Website at:

<http://vendor.azwic.gov>

Enter your Username and Password.

Using the gray Menu on the left, select "Vendor Info"

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Welcome to the Arizona WIC Vendor Website

Friday February 11, 2011

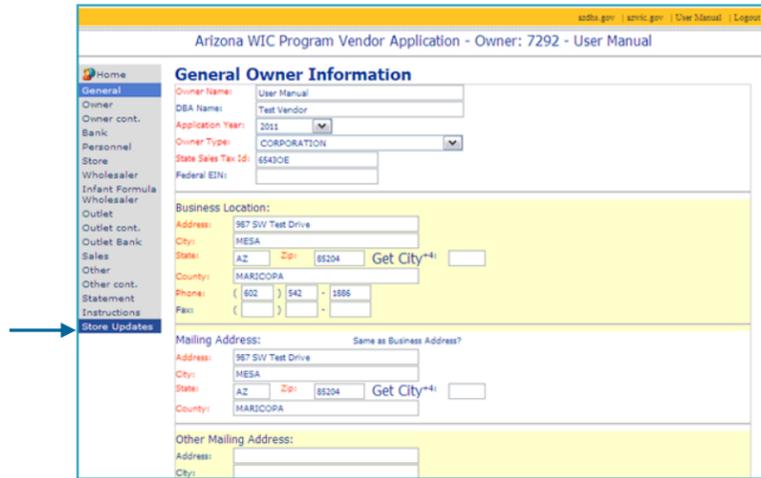
Home
 Not To Exceed
 Price Survey
Vendor Info
 Vendor User Manual

Announcements
 No Announcements

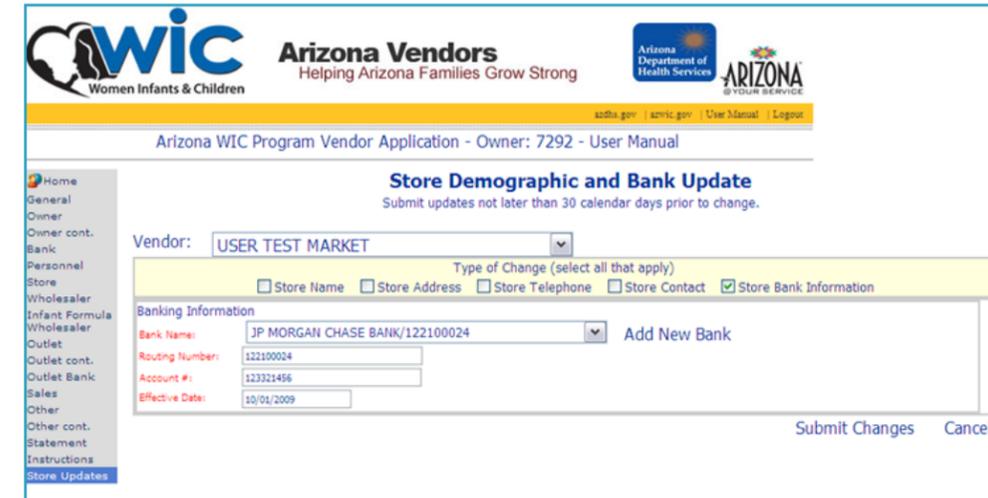
Tips
 Before you can submit the Price Survey, you must have the process for the requested items and your Store's State Tax ID (used for electronic signature).

Updating Store Information

On the "General Owner Information" Screen, select "Store Updates" from the gray menu on the left (It is the last menu item).



Updating Store Information



Changes can be made to one area or multiple areas



Select the type of change from the following options (Check all that apply):

- Store Name
- Store Address
- Store Telephone
- Store Contact
- Store Bank Information

