



WIC Eligibility Check List

Appointment date: _____ Appointment time: _____

In order to receive or continue to receive WIC services, you will need to bring in the following: (Let WIC staff know if you cannot bring in any of the persons or items listed below.)

- ✓ **Bring each member of the household that you want to receive WIC services.**
- ✓ **Income of Household.** (See side 2 for acceptable types of proof.)
- ✓ **Where You Live (address or residence).**
Please bring in ONE proof of where you live. The document must be current and show your name and address (no P.O. box numbers).
- ✓ **Identification.** Please bring in ONE proof of identification for **you** and ONE proof for any **infant** or **child** who is applying for WIC. The document must be current.

Items that are allowed are:

- Utility bill
- Bank or Insurance statement
- School record, recent
- Driver's license
- Foster child placement letter/notice
- Housing, rent/mortgage agreement
- Letter from person applicant lives with and proof of address (such as utility bill, etc. with the name/address of the individual with whom the applicant or client is living)
- Military orders, U.S.
- Official map/residence location
- Pay stub with name and address
- Photo ID card, official
- Shelter letter signed/dated by staff
- Property tax receipt, W-2 form for the previous year (can only be used in January or February of current year)
- Unemployment document
- Voter registration card
- Motor Vehicle Registration

Items that are allowed are:

- Baptismal certificate
- Birth certificate
- School ID or record, recent
- Court order (divorce, child support, alimony, adoption)
- Driver's license
- Foster child placement letter/notice
- Healthy Start Risk Screening form, completed
- ID card for health, work, or social services (not Medicaid card)
- Hospital records for infants only (for example, crib card, ID bracelet, discharge papers, application for Social Security card or birth certificate)
- Immigration record
- Immunization record
- Marriage license
- Medical record
- Military ID, U.S.
- Passport
- Pay stub with name
- Photo ID card, official
- Social Security card
- Supplemental Security Income letter
- Unemployment document
- Voter registration card

Note: Citizenship and immigration status are not conditions of eligibility for WIC.

When available, bring these items for ALL members of the household that are applying for WIC:

- IMMUNIZATION RECORD for the infant or child
- Social Security number
- Florida WIC Medical Referral Form completed by the doctor or health clinic
- Your WIC EBT card, if you have one

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Proof of Income. Please bring in proof of income for **EVERYONE** living in the household, even if they are not part of your family. **Items that are counted as income are:**

Type of Income	Proof of Household Income
Automatic Income Eligibility	<ul style="list-style-type: none"> • Notice of Case Action for Medicaid, Food Assistance, or Temporary Cash Assistance (TCA) showing current eligibility for the WIC applicant or certain allowable family members
Alimony and/or Child Support	<ul style="list-style-type: none"> • Court order or divorce decree including amount of alimony and/or child support, or • Computer printout from the court, or signed and dated letter from the court or person making the payments showing current amount of alimony and/or child support
Employment (For ALL Jobs) – Salary, Wages, Fees, Tips, Bonuses, Overtime Pay, Commissions	<ul style="list-style-type: none"> • One current pay stub received sometime during the past 30 days showing gross* amount and timeframe, such as weekly, biweekly, monthly, or • Signed/dated letter (on company letterhead) from employer(s) indicating gross* earnings for a specified pay period, or • 1040 ES quarterly tax form, dated within 90 days, or • 1040 form or W-2 form for past year (can be used only in months of January or February)
Foster Child and Shelter Child Payments	<ul style="list-style-type: none"> • Copy of most recent check to the foster/shelter parent for this foster/shelter child, or • Signed/dated foster/shelter child placement letter from Department of Children and Families (on letterhead) with amount and frequency for foster/shelter care, or • Court Order for foster/shelter child placement with amount and frequency for care
Interest or Dividends	<ul style="list-style-type: none"> • Bank statements or other company documents showing dates and amount paid out regularly, cashed or withdrawn from savings, investments, trusts, estates, bonds, etc.
Living Off Savings	<ul style="list-style-type: none"> • Savings book or bank statement showing regular and/or irregular withdrawals
Lump Sum(s)	<ul style="list-style-type: none"> • Lump sum payments considered as “new money” include gifts, inheritances, severance pay, winnings, or payments from lottery, gaming, gambling or bingo
Military	<ul style="list-style-type: none"> • Most recent Leave and Earnings Statement (LES) showing gross amount—can be up to 60 days old.
Rental Income	<ul style="list-style-type: none"> • 1040 ES quarterly tax form, dated within 90 days, or • Ledger or other records showing dates and total amount received, or • 1040 form for the past year
Retirement	<ul style="list-style-type: none"> • Most recent check stub showing current amount and frequency, or • Statement showing current pension, annuity or retirement amount and frequency
Self-Employment	<ul style="list-style-type: none"> • Company accounting books, updated to the current month, or • 1040 ES quarterly tax form, dated within 90 days, or • 1040 form for past year (updated to the month prior to certification); may be used to show amount for “business loss or income”
Social Security, SSI (Supplemental Security Income)	<ul style="list-style-type: none"> • Most recent check stub, check or copy of most recent check showing current amount and frequency, or • Signed/dated award letter from Social Security office showing current amount and frequency, or • Bank statement showing direct deposit amount, or • 1099 tax form for past year
Unemployment or Worker’s Compensation	<ul style="list-style-type: none"> • Most recent check stub showing current amount and frequency, or • Signed/dated letter or document from Unemployment office or insurance company showing current amount and frequency
Veteran Benefits	<ul style="list-style-type: none"> • Signed/dated letter or document from Veteran’s Administration showing current amount and frequency
Regular Cash Contributions	<ul style="list-style-type: none"> • Signed/dated letter from the person (not living in the household) who is regularly contributing income to the household, showing current amount contributed

* **Gross Income** = Income before taxes and deductions are taken out.