



October 17, 2016

Vendor News Flash

Texas WIC Vendor Contact Update

As part of our efforts to have the most current contact information, Vendor Management and Operations (VMO) is requesting all vendors update their contact information during the month of October. Changes to vendor contact information can now be submitted through the Texas WIC Vendor Contact Update form located at <http://dshs.texas.gov/wichd/vo/vendor-contact-update.aspx>. Please note, it is important to complete all fields on the contact update form to ensure efficient processing of the request.

While we are asking vendors to provide current information in October, contact information can be updated at any time during the year. Per the Vendor Agreement, vendors must submit updated contact information, key personnel, or organizational structure within 10 business days of any change. In addition, for each State Fiscal Year, we will ask authorized WIC vendors to resubmit an updated contact form, even if no information has changed.

VMO is ready to assist our vendor partners should you have any questions regarding this Vendor News Flash. Please contact the Vendor Outreach Branch at WICVendorInfo@dshs.texas.gov.