4-Digit WIC Vendor ID Stamp Replacement Information

Please keep your 4-digit WIC Vendor ID stamp in a safe area! Your store is responsible for stamp and/or ink pad replacements. To purchase additional stamps, please order through your own supplier. When ordering a new 4-digit WIC Vendor ID stamp, be sure to use a readable font and size. We suggest using Arial font size 24 pt to optimize readability by our banking contractor.

Remember to add ink to the ink pad when the stamp lightens. The ink pad may need to be replaced once a year or so, depending on how much use it gets.

How to add ink or replace your ink pad:
Follow the directions below to add ink or replace the ink pad that came with the stamp that was provided to you by the State:

1. Push stamp down about 1/8th inch.
2. Squeeze square button on each side until the stamp locks into place with a “click.”
3. Pull the stamp pad tray to slide it out.
4. Add liquid ink to saturate the stamp pad, or remove used pad and replace with new stamp pad.
5. Slide the stamp pad tray back in until it clicks into place.
6. Push stamp down to unlock and re-ink. Your stamp is now ready to use!