

Attachment E: Sample NUPC Request for Information E-mail

OMB# 0584-0552
Expiration Date: xx/xx/20xx

Dear [Food Manufacturer, Food Distributor, Retail Vendor (Point of Contact Name)]:

The following UPCs have been submitted to the USDA FNS National UPC (NUPC) Database as food products that have been authorized in at least on WIC State agency.

UPC	Product name
16000487949	Rice Chex
16000487697	Multigrain Cheerios

In order to provide the product information for WIC State agencies to consider for review and possible inclusion in their authorized product list, we are requesting images of the following: product labels, product ingredients, and nutrition facts.

Thank you for your assistance.

NUPC Helpdesk

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0584-0552. The time required to complete this information collection is estimated to average 9 hours per response for food manufacturers and distributors or 7 hours per response for retail vendors. This includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: U.S. Department of Agriculture, Food and Nutrition Services, Office of Policy Support, 3101 Park Center Drive, Room 1014, Alexandria, VA 22302, ATTN: PRA (0584-0552). Do not return the completed form to this address.