

Nutrition Matters

Material Ordering Instructions for Nebraska WIC Clinics



1. Navigate to <https://nutritionmatters-nebraska.com/>
2. **Select 'Sign in'**, located in the top right hand corner of the screen, to create an order.

Sign in or Register | (0)

3. **Sign in** to your account using these credentials:

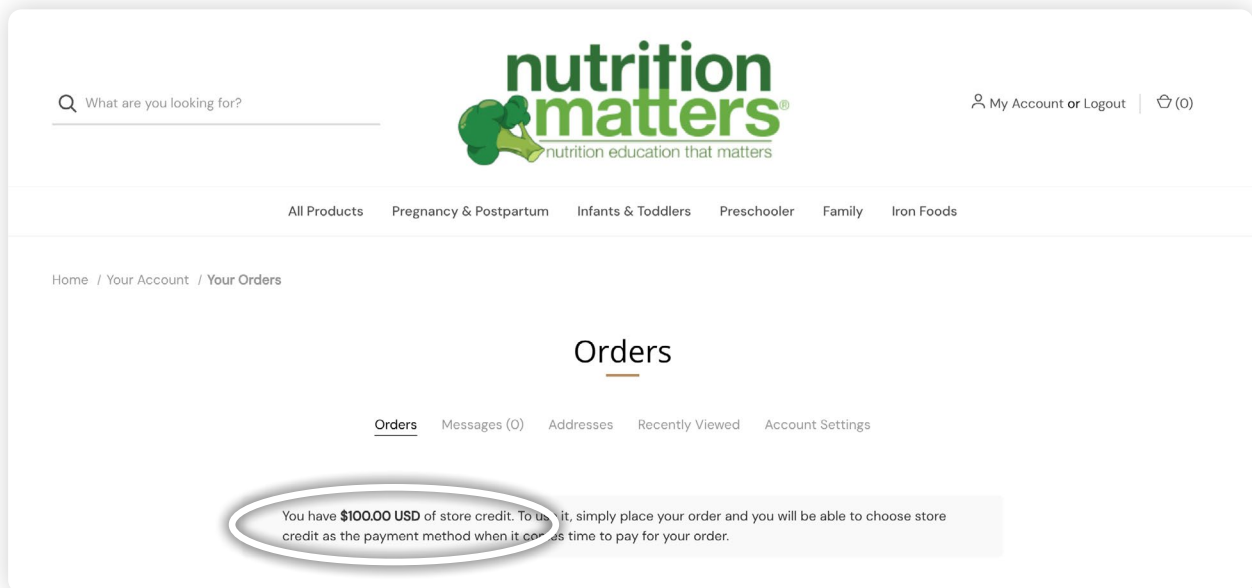
Email Address: Your email address

Password: NEWIC1234

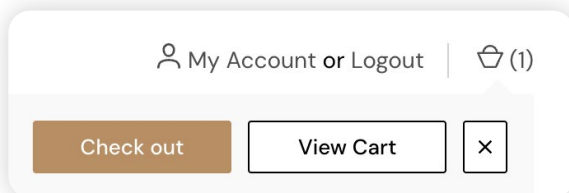
Please note: These credentials will only work on the Nebraska-specific website linked above.

When you sign in, you will see your available store credit.

This store credit will automatically be applied at checkout.



4. Now you are ready to shop!
Click on a category at the top to look for products you would like to add to your cart.
Discounts will automatically be applied.
5. Once you have selected the items you would like to order,
click on the cart in the top right hand corner, and select **Checkout**.



6. Under Shipping: **Select your agency's shipping address from the drop down.**
Don't see your agency's preferred shipping address? Feel free to add it.

Customer

tracy@numatters.com

Sign Out

Shipping

Shipping address

Tracy Nebraska
Nutrition Matters, Inc. 715-831-1822
123 Testing Street
Lincoln, Nebraska, 68509 / United States

☐ My billing address is the same as my shipping address.

Shipping Method

☒ Ship by Order Total

\$10.00

Order Comments

Continue

7. **Unselect the checkbox** next to My billing address is the same as my shipping address. **Click Continue.**
8. Under Billing: **Select the "A billing address" from the drop down. Click Continue.**

Billing

Billing Address

A Billing Address Nebraska
DHHS - Support Services 111-111-1111
301 Centennial Mall S
Lincoln, Nebraska, 68509 / United States

Continue

9. Under Payment: **Your available Store Credit will automatically apply.**
If your order total is more than your Store Credit, you can use a credit card to pay the balance.
10. **Click Place Order.**

The Nutrition Matters team will be notified of your order. We will reach out with any questions
*To view an order that has been placed, navigate to **My Account**, and select **Completed Orders**.*