

Nutrition Matters Material Ordering Instructions for Ohio WIC Clinics



1. Navigate to <https://nutritionmatters-ohio.com/>
2. From this page, **select and add to cart** the card packs you would like to order.
(1 pack = 100 cards)
3. Once you have selected the items you would like to order, Select **Proceed to Checkout**.

Proceed to checkout

4. On the Customer screen, select **Already have an account? Sign in now**.

Customer

Email

☐ Subscribe to our newsletter.

Already have an account? Sign in now

Continue

5. Sign in to the centralized account using these credentials:

Email Address: Meredith.Smith@odh.ohio.gov

Password: OhioWIC1234

*Please note: These credentials will only work on the Ohio-specific website linked above.
If you would like to order items for your agency that are not listed on this website,
please visit our main website at www.numatters.com and create or log into your agency's account.*

6. Once signed in, the pricing of the items will automatically update to reflect the discount available to Ohio WIC Clinics.
7. Under Shipping: **Select your agency's shipping address from the drop down.**
Don't see your agency's address? Please reach out to info@numatters.com to have it added.

Shipping

Shipping Address

Champaign WIC Program
Candice Myers 937-484-1668
1512 South US Highway 68 Suite Q100
Urbana , Ohio, 43078 / United States

Allen WIC Program
Melinda Hobler 419-224-4783
2138 Allentown Road
Lima, Ohio, 45805 / United States

8. **Unselect the checkbox** next to My billing address is the same as my shipping address. **Click Continue**.

9. Under Billing: **Select the Accounts Payable billing address from the drop down. Click Continue.**

Billing

Billing Address

A Billing Address OH
Ohio WIC Program 111-111-1111
246 N High Street / Christie Toops
Columbus, Ohio, 43215 / United States

Continue

10. Under Payment: **Select Purchase Order.**

Shipping

Champaign WIC Program
Candice Myers 937-484-1668
1512 South US Highway 68 Suite Q100
Urbana , Ohio, 43078 / United States

Edit

Ship by Order Total **\$10.00**

Billing

A Billing Address OH
Ohio WIC Program 111-111-1111
246 N High Street / Christie Toops
Columbus, Ohio, 43215 / United States

Edit

Payment

☐ Credit Card

VISA

DISCOVER

☒ **Purchase Order**

Place Order

11. **Click Place Order.**

The Nutrition Matters team and Meredith Smith will be notified of your order.

Once it is approved, Nutrition Matters will fulfill your order.

To view an order that has been placed, navigate to **My Account**, and select **Completed Orders**.