

FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES
2009-2010 – PESTICIDE RE-REGISTRATION REQUIREMENTS AND INSTRUCTIONS

DEFINITION: “Pesticide product brand” means the name, number, trademark or any other designation which distinguishes one unique pesticide, as distinguished by its individually assigned United States Environmental Protection Agency registration number from another.

GENERAL: The 2009-2010 Re-registration Application consist of all product brands that were registered as of November 8, 2008. If a product brand that was registered for 2008 is not included on the list, write in the product brand information on the last page of the Re-registration Application and recalculate fees. Review for accuracy the company information and product brand name information on the Re-registration Application. If corrections are needed, line through the incorrect text, write in the correct information, initial and date the change. The re-registration will not be processed unless the Re-registration Application is signed, dated and accompanied by the appropriate fee(s).

TO RE-REGISTER WHEN THERE ARE NO CHANGES IN THE NUMBERS AND NAMES OF PRODUCT BRANDS: Complete the requested information; sign and date the Re-registration Application; submit with coupon and appropriate fees to the Post Office address on the Application for Re-registration. **All Re-registration and appropriate fees must be received on or before January 31, 2009. All re-registrations received on or after February 1, 2009 will be assessed a Late Fee of \$25 per product brand per month with a maximum late fee of \$250 per product brand per year. The re-registration application will not be processed until all applicable fees are received.**

TO DISCONTINUE ONE OR MORE PRODUCT BRANDS:

Florida Pesticide Law requires any registrant (company) that is discontinuing the distribution of a pesticide brand to maintain the product brand registration for a minimum of two (2) years after WRITTEN notification to the Department. To begin the two (2) year discontinuance process on the Re-registration Application:

- Write ‘D2’, initial and date next to each product brand being discontinued to designate the two-year discontinuance.

TO PROCESS THE 2009-2010 RE-REGISTRATION BY ELECTRONIC PAYMENT:

Select the “**Pesticide Product Brand Registration(s)**” program located at our E-Commerce link on the Florida Department of Agriculture and Consumer Services website (at <http://www.doacs.state.fl.us>). Additional information is available under the “Learn More” and “FAQ” links next to the “**Pesticide Product Brand Registration(s)**”.

Florida is accepting electronic payment by credit card (Visa and Master Card), Personal Check or Business Check.

TO ADD A NEW PRODUCT or ALTERNATE BRAND: To register a new or amended product brand, complete an application form (DACS-13342, Rev.06/08) and submit along with all necessary documentation as outlined in the application. This application form is available on the Department’s web site (<http://www.doacs.state.fl.us/onestop/aes/registration.html>). **All applications must include the company’s Finance and Accounting Identification (FAID) Number!** **Applications received without the FAID number will be returned to the company unprocessed!**

REVISED LABELS: Changes in product labeling must be submitted to this office along with supporting documentation prior

to the release into Florida of products bearing amended labeling. Registration record amendments such as product transfers, company name and/or address changes, and any revisions to label text must be submitted with appropriate supporting EPA documentation (i.e. EPA transfer documents, company name change correspondence and EPA stamped accepted labels for label amendments; labels amended by notification must be accompanied by EPA Form 8570-1, certification statements, and any other documentation required by EPA PR Notices or Standards). Label revisions involving significant label amendments such as new crops or sites should also be accompanied by company correspondence identifying the changes. Label revisions identified as Significant New Uses may require additional data and time for review. Registrants will be informed in writing of any additional requirement and may refer to the Department’s *Procedural Guidelines and Standards for the Review of State Pesticide Registrations* for further information. This publication and additional information may be obtained by contacting our office.

If you have any questions or need assistance, please contact this office at (850) 487-2130 or at rts@doacs.state.fl.us by email.

**FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES
INVOICE FOR 2009-2010 PESTICIDE SUPPLEMENTAL REGISTRATION FEE INSTRUCTIONS**

REGISTRANT: In a letter dated December 15, 2009, FDACS notified you of the 2009 Florida Legislative amendment to Section 487-041(1)(d), establishing a supplemental biennial registration fee, retroactive to January 1, 2009 for pesticide active ingredients which are listed in 40 Code of Federal Regulations, Part 180.

Enclosed with these instructions is your supplemental registration fee invoice for the applicable pesticide product brands registered and / or reregistered for the calendar years 2009-2010.

ELECTRONIC PAYMENT OF PESTICIDE FEES: NEW ADVANTAGES



AMERICAN EXPRESS ADDED. The Florida Department of Agriculture and Consumer Services (FDACS) has expanded your choices for making electronic pesticide fee payments. In response to requests from registrants, we have added **American Express** to the list of payment options for online electronic payment of pesticide registration fees and supplemental fees. You can now pay fees electronically with the following options:

- *American Express*
- *MasterCard (Credit or Debit)*
- *VISA (Credit or Debit)*
- *Electronic Check*

ADVANTAGES OF ELECTRONIC PAYMENT. Like other agencies, FDACS is grappling with significant legislative budget cuts. This has reduced our Department's ability to promptly handle mail and process checks, which in turn is leading to delays in processing registration actions. We anticipate that this situation will become more difficult in the future, with expected delays of weeks for manually posting receipt of payments by checks. Fortunately, electronic payment circumvents these problems and offers many advantages:

- *Provides multiple payment options;*
- *Prompt processing of fees and acceptance of registration;*
- *Immediate receipt acknowledging payment and confirming the submission;*
- *Eliminates manual payment processing errors;*
- *Frees Registration Section staff to address pressing registration needs.*

ELECTRONIC PAYMENT ENCOURAGED. Clearly, electronic fee payment offers significant benefits to both registrants and the Department, so much so that we may need to limit future registration fee payment solely to the electronic system. In the meantime, to automatically expedite processing of fee-related registration actions in Florida, *we strongly urge registrants to use only the electronic fee payment system.*

TO ACCESS ELECTRONIC PAYMENT. Electronic payments can be made by accessing the FDACS website at: http://www.doacs.state.fl.us/onestop/ecommerce_online_payments.html

FOR FURTHER INFORMATION. Email us at rts@doacs.state.fl.us or call at (850) 487-2130.