

Rev.5/5/2019

## Directions for Registering Pesticides in Pennsylvania

Please read the following directions completely before preparing your application for pesticide registration or renewal.

**Fee:** The fee for registration is **\$250.00 per pesticide product**

**Registration Period:** All pesticide registrations are valid for up to one calendar year and expire on December 31.

### Registration of New Pesticide Products in PA:

Please DO NOT SUBMITT NEW PRODUCT REGISTRATION APPLICATIONS WITH RENEWALS!

- 1) Products may be registered online at <https://www.paplants.pa.gov>
- 2) Products may be registered through mail, by completing and returning form API-206  
See page 2 for further instructions on online/mail registration

### Separate registrations are required when any of the following conditions apply:

- 1) Different Brand Name – Including different grades for fertilizer/pesticide products \* (this **does not include** different package sizes, or different **paint colors, stains, finishes, or disinfectant scents**, or EPA Est. Nos.).
- 2) Different labeling (does not include label revisions or supplemental labels)
- 3) Different EPA registration numbers (includes supplemental registration numbers) for all pesticides which are federally registered.
- 4) **“Minimum Risk Pesticides” (known as 25(b)s) must be registered in Pennsylvania.** Any change in formulation or brand name is considered a separate product for the purpose of state registration of products offered for sale as exempt from FIFRA pursuant to Title 40 CFR 152.25(f).

### Required Elements:

- 1) A completed copy of the Renewal Notice, or Form No. API-206 for new products.
- 2) Labels and Safety Data Sheets (SDS) - Companies updating product labels in the “Accepted Labels State Tracking and Repository” (ALSTAR) database resident at Purdue University or the PA Plants database are exempt from this requirement. New supplemental registrations must include the EPA Form 8570-5, “Notice of Supplemental Distribution” (NOSD).
- 3) Fee - a check or money order payable to the "Commonwealth of Pennsylvania" or credit card payment in PA Plants program. Please staple payment to the registration form or renewal notice.

### Mail Renewals:

Return the attached Pennsylvania Pesticide Registration Form with payment sufficient for registration of all products to be renewed. Products which are not being reregistered, should be **identified by placing a line though the product listing** on the renewal form. There is no required discontinuance period in PA.



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Return all required materials to the following address prior to the expiration of the registration for all currently registered products, or prior to any distribution or use of a new product in the State:

Pennsylvania Department of Agriculture  
 Bureau of Plant Industry  
 Attn.: Pesticide Registration  
 2301 North Cameron Street  
 Harrisburg, PA 17110-9408

Contact: Daniel Duer: 717-772-5211 daduer@pa.gov

Form & Directions: [https://www.agriculture.pa.gov/Plants\\_Land\\_Water/PlantIndustry/health-safety/pesticide-programs/PesticidePR/Documents/pprform-API206-2012-02-241.pdf](https://www.agriculture.pa.gov/Plants_Land_Water/PlantIndustry/health-safety/pesticide-programs/PesticidePR/Documents/pprform-API206-2012-02-241.pdf)

## Online Registration (Visa or Mastercard only)

Online registration requires the creation of **account**, which represents your business, and a **username**, which is used to manage the account. For first time registrants, make an *account* on the homepage <https://www.paplants.pa.gov> click on the "Apply for a New License" tab on the left side of the screen. Then select "Pesticide Product Registration" from the drop down menu and create an account. For returning registrants that don't have a *user name* to manage their *account*, go to "Logon/ Register" line at the bottom of the left box and select "Register" on the next page under "Other Options". The first time you will need to use your PaPlants ID number and a PIN. You can then establish your Username and Password to login for subsequent uses

### Renewals: (only available after November 1<sup>st</sup>)

After logging in you can renew products that were registered for the previous year by opening the "Shopping Cart" or click on the "Products to Renew" under "Account Tasks". Either of these bring up a list of this years registered products enabling you to "Select" all or individual products for renewal. When you have selected the products you wish to renew, click on "Proceed to Checkout" at the bottom of the page.

You will now be asked to verify your request and upload the current label for the product by using the "Browse" feature next to the product to select the appropriate label from your files and then click on the "Update Product Labels" tab to import them into PaPlants for submission. Repeat this to upload the product MSDS/SDS. **If you are an "ALSTAR" participant you do not need to attach labels.** Pennsylvania accepts ALLSTAR labels.

You can then "Proceed to Checkout" and enter your credit card information to complete the renewal.

### New Products:

**If you want to ADD a new product** – After logging in select Products +. This is under "Account Task" and is the last highlighted option. On the next page select "Add New" and follow the instructions attaching a label and SDS (select add label twice to add SDS and a third time to add NOSD for distributor registrations). **[ALSTAR participants are exempt from the requirement to upload documents.]** PDA staff will review your request and email you that your product is approved for payment or rejected and why. When the product is approved, you can then complete registration online by credit card payment. (Note: Products are not registered until the application is accepted by PDA and the registration fee paid. There is no additional charge for paying online by credit card.)

If you have any questions on accessing our website <https://www.paplants.pa.gov>, please contact our office staff at 717-772-5231.

For specific pesticide product registration questions, please contact Daniel Duer, Pesticide Product Registration Specialist, directly at 717-772-5211 or daduer@pa.gov