



# PESTICIDE REGISTRATION INSTRUCTIONS

## REGISTRATION REQUIREMENTS

1. Every pesticide which is distributed, sold, or offered for sale in Rhode Island must be registered with the Department of Environmental Management pursuant to Section 23-25-6 of the Rhode Island Pesticide Control Act of 1976, as amended. Such registration must be renewed annually prior to December 1st.
2. Effective September 2008, pesticides which have been previously registered for distribution, sale, or offered for sale in Rhode Island **must renew** their pesticide registration on line. **No Paper Renewals Will Be Accepted.** (The WEB Site Address will be available after September 15, 2008).
3. All pesticide registrations expire November 30th of the year in which they are registered. The registration is valid when the applicant receives the approved application or registration validation document. It is valid only until November 30th of the year of registration.
4. All pesticides which have not been registered for distribution or sale before or whose registration has expired over one year prior to last registration must file a new pesticide registration. To file a new pesticide registration follow the step-by-step instructions for filling-out and filing an application for new pesticides registrations in the General Instructions section below.

## GENERAL INSTRUCTIONS

1. On the same line as the product name, identify each product as follows:
  - SLU- for products classified as state limited use
  - RUP - for products classified as federally restricted-use
  - ABN - as an alternate brand name (products with same EPA No & label claims)

**You must list together products having the same EPA Registration number.**
2. **The registration fee is 200.00 per product.** The total fee is determined by multiplying the number of products by \$200.00. Pesticide products sold under various trade names, as alternate brand names (ABN), may be registered as a single product for one fee; provided, that the labels are identical in regard to formulation, use, cautions and EPA registration number, and are manufactured by the same company. **Checks are to be made payable to the:**

**RHODE ISLAND DEPARTMENT OF ENVIRONMENTAL MANAGEMENT.**
3. The Product Name and EPA Registration Number must be listed and the current label for each product for which registration is requested **must** accompany the application as follows:
  - A.) **ALL LABELS AND SDS COPIES MUST BE SUBMITTED IN ELECTRONIC FORMAT ON CDROM. Paper or hard copies of these documents will NOT be accepted. Labels submitted by email will not be accepted.**
  - B.) **Electronic format of Labels and MSDS Sheets MUST be submitted in PDF or Acrobat Reader format.**
  - C.) **Supply copies of labels and Material Safety Data Sheets (MSDS) for ALL PRODUCTS SUBMITTED FOR REGISTRATION EVEN IF NO REVISIONS HAVE BEEN MADE.**
  - D.) **A copy of the EPA stamped approval label must be submitted for newly registered pesticide products.**
  - E.) **If you are submitting a registration for more than one company, then submit the labels and MSDS on a separate disk for each company, do not combine the labels/MSDS for all companies on the same disk.**

4. **REGISTRATION OF 25(b) PRODUCTS REQUIRE SUBMISSION OF A CONFIDENTIAL STATEMENT OF FORMULATION (CSF), WHICH CAN BE FOUND [HERE](#). ANY 25(B) REGISTRATION APPLICATION WHICH DOES NOT INCLUDE A CSF WILL NOT BE ACCEPTED.**
5. Do not list or register products such as wetting agents, surfactants or adjuvants. List only those products making pesticidal claims
6. At any time during the registration period where there is a change in a registered label, a new label must be submitted in PDF format on CDROM. No additional fee is required for label changes, unless the EPA registration numbers change or the percentage of active ingredient is changed. If the EPA registration number or the percentage of active ingredient has changed a new pesticide registration application must be submitted.
7. Fill in the name of the company registering the products and it's correct mailing address. Indicate the date the application is prepared. The application is to be signed by the individual to whom correspondence will be addressed.
8. Fill in Federal Employee Identification Number (FEIN) Applications cannot be processed without an appropriate number
9. If more space is needed, attach permanently 8-1/2" X 11" pages in **triplicate** listing products and registration numbers.
10. Return the application to: **Division of Agriculture and Resource Marketing/Pesticide Section,  
235 Promenade Street, ROOM 370  
Providence, Rhode Island 02908-5767**