

Business License Renewal; Pesticide Use Reporting; Grower Operator ID-Restricted Materials Permit

BUSINESS LICENSE RENEWAL

All pest control businesses (Agriculture Pest Control Operators, Maintenance Gardeners, Pest Control Advisors, Pest Control Aircraft Pilots and Structural Pest Control Businesses) must register each calendar year with the Alameda County Agricultural Commissioner before conducting any pest control work in the county. Our Hayward Office hours are 8:30 a.m. to 4:30 p.m. Monday through Friday and our Livermore Office hours are 8:30 – 9:30 a.m. and 3:00 – 4:00 p.m. Monday through Friday.

The following documents and fees are required to complete your registration and/or notification.

Agricultural Pest Control Operator

1. Copy of current Agricultural Pest Control Business License (paper license).
 2. Current Qualified Applicator License (Brown Card).
- For out-of-county businesses, Registration Application copy from the Home Base County.
3. Completed current Equipment List
 4. Registration fee of \$70.00. Make check payable to Alameda County.
 5. In-county businesses must register in person while out-of-county businesses may register by mail or in person.

Maintenance Gardener

1. Copy of current Agricultural Pest Control Business License-Maintenance Gardener (paper license).
 2. Current Qualified Applicator Certificate (Silver Card) or a Qualified Applicator License (Brown Card).
- For out-of-county businesses, Registration Application copy from the Home Base County.
3. Completed current Equipment List.
 4. Registration fee of \$25.00. Make check payable to Alameda County.
 5. In-county businesses must register in person while out-of-county businesses may register by mail or in person.

Structural Pest Control Business

To register by mail or in person, please provide the following:

1. Completed Structural Registration Form.
2. Branch 1: Registration fee of \$25.00. Make check payable to Alameda County.
List of Operators and Field Representatives that will be working in Alameda County
Changes to Operators or Field Representatives during the year will require a \$10.00
change in registration fee.
3. Branch 2 & 3: Registration fee of \$10.00. Make check payable to Alameda County.

Pest Control Adviser

If you are a Pest Control Adviser and write recommendations, you must register in the counties in which you work. **REMINDER** – Section 12031 of the California Food and Agriculture Code states: “Each agricultural pest control adviser who makes recommendations(s) for agricultural use shall register in person with the agricultural commissioner in the county listed in the adviser’s address on the license issued.”

This means that the address on your card is in your “home base county”. You must register **in person** in your home base county before working in any other county.

1. Pest Control Adviser License (green card).
2. Registration Fee of \$10.00 for in-county and \$5.00 for out-of-county. Make check payable to Alameda County.

JOURNEYMAN PILOTS

1. Pest Control Aircraft Pilot's License (white card) or copy of Home Base County Registration Form.
2. No Registration Fee.

APPRENTICE PILOTS

1. Pest Control Aircraft Pilot's License (white card) or copy of Home Base County Registration Form.
2. No Registration Fee.

As a reminder, each pest control aircraft pilot who wishes to register as an apprentice pilot in Alameda County shall include on the registration form the name of the journeyman pilot responsible for providing supervision of the pest control activities of such apprentice. **The journeyman pilot named on the apprentice pilot's county registration must be currently registered with Alameda County.**

PESTICIDE USE REPORTING REQUIREMENTS

ONLINE PESTICIDE USE REPORTING IS NOW AVAILABLE!!!

Alameda County has transitioned to a new statewide online pesticide permitting and reporting program called CalAgPermits. We encourage all operations that are required to submit pesticide usage to submit electronically through this web based program. Through this program you will also be able to view your permits, site maps and submit Notices of Intent (NOI).

You will need to obtain a user ID and temporary password by contacting our office at: Alameda.ag@acgov.org Please put CalAgPermits in the subject line. In the body of the text include your name, phone number, business license name or permit number and e-mail address.

For Agricultural work:

Pest Control Operators performing work for hire must submit monthly use reports by the 10th day of the month following the month of application. Pesticides used on AGRICULTURAL COMMODITIES must be reported within 7 days (submit job sheet, Form 39-025 or 33-025).

Once registered, you must submit a use report every month. A NEGATIVE USE REPORT IS REQUIRED for those months during which no pest control work is performed. Pesticide use reports must be submitted in the same name under which you are registered. (This is the name on your paper business license.)

Notify our Office of any changes in address or business name. Contact a member of our staff at 510-670-5232 if you have any questions regarding registration and pesticide use reporting.

For structural work:

Once registration is completed, structural pest control operators shall submit a monthly pesticide use report with a Structural Pest Control Board stamp by the 10th day of the month following the month of application. A negative use report is required each month that no pest control is performed. Submit each pesticide use report in the same name you notified this office. Negative use reports do not require a Structural Pest Control Board Stamp. To submit your monthly pesticide use report online contact our office.

Notify our Office of any changes in address or business name. Contact a member of our staff at 510-670-5232 if you have questions regarding notification or pesticide use reporting.

Structural Fumigation Requirements

The Alameda County Agricultural Commissioner requires all structural pest control operators performing fumigations to notify this office at least 24 hours prior to commencement. The notice may be given by mail, telephone or facsimile. The notice shall include: the address of the property, the approximate volume, the date fumigation will commence, and the intended fumigant. An additional notice must be submitted when fumigation is rescheduled or cancelled.

GROWER OPERATOR ID-RESTRICTED MATERIALS PERMIT

Growers, government agencies and/or pest control business representatives must make an appointment to request or renew their operator ID or restricted materials permit.

Before applying any pesticides Growers must obtain a current Operator Identification Number. Before applying or purchasing a California Restricted Material all operations must have a current Restricted Materials Permit. Before applying or purchasing a Federally Restricted Material such as rodent bait, Growers must successfully pass an examination administered by Alameda County Agriculture Department and obtain a Private Applicator Certificate. A use report (PUR) must be submitted by the 10th day of the month following the month of application. If no work was performed a negative use report is not required.

Please contact our Hayward office at 510-670-5232 or our Livermore office 925-245-0846 for an appointment.