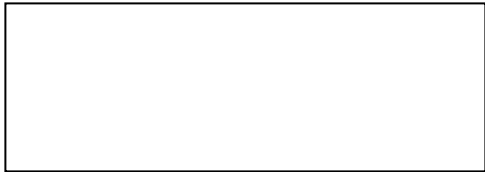




Washington State Department of Agriculture  
 Pesticide Management Division  
 PO Box 42591  
 Olympia WA 98504-2591  
 Tel: 360-902-2025  
 Email: Feedreg@agr.wa.gov



**Application for Registration of Pet Food and Specialty Pet Food (AGR 630-4307)**  
**A Completed Form AGR 630-4301 Must Accompany This Form**  
**PLEASE USE CHECKLIST ON BACK TO ENSURE A COMPLETE APPLICATION**

<b>REGISTERED BY (FIRM NAME)</b>			PHONE	FAX	
CONTACT PERSON NAME			TITLE		
FIRM MAILING ADDRESS			PHYSICAL ADDRESS (IF DIFFERENT FROM MAILING ADDRESS)		
CITY (MAILING)	STATE or PROVINCE	ZIP or POSTAL	CITY (PHYSICAL)	STATE or PROVINCE	ZIP or POSTAL
EMAIL			WEBSITE		

<b>REGISTERED FOR (FIRM NAME) If same as REGISTERED BY, enter SAME.</b>				REGISTRATION NUMBER	
CONTACT PERSON NAME			PHONE	FAX	
FIRM ADDRESS			PHYSICAL ADDRESS (IF DIFFERENT FROM MAILING ADDRESS)		
CITY	STATE or PROVINCE	ZIP or POSTAL	CITY (PHYSICAL)	STATE or PROVINCE	ZIP or POSTAL
EMAIL			WEBSITE		

<b>ENTITY RESPONSIBLE FOR PRODUCT (FIRM NAME) If same as REGISTERED BY, enter SAME.</b>		EMAIL	WEBSITE		
CONTACT PERSON NAME		PHONE	FAX		
FIRM ADDRESS					
CITY			STATE or PROVINCE	ZIP or POSTAL	

FEES AND APPLICANT SIGNATURE	
<ul style="list-style-type: none"> <li>Number of products sold in packages of less than 10 pounds* (small packages): _____ products X \$90.00 = \$ _____ (7106)            *If a product is sold in both small and large package sizes (e.g. 5 lb packages and 25 lb packages), pay only the small package registration fee (\$90)</li> <li>Number of products sold only in bulk or in packages of 10 pounds or more (large packages): _____ products X \$22.00 = \$ _____ (7106)</li> <li>Make checks payable to Washington State Department of Agriculture..... Total Fees = \$ _____</li> </ul>	<p>I hereby certify that the information accompanying this application and all referenced product labels are true and correct in every respect, and that all product labels are in compliance with applicable federal and state requirements for registration.</p> <p><b>SIGNATURE</b> (Contact Name – Registered By) _____ Date _____</p>

DEPARTMENT USE ONLY	
Checks returned by the bank will be charged a handling fee of \$25.00 (RCW 62A.3.515(a) and 62A.3.520)	

## APPLICATION FOR RE-REGISTRATION OF PET FOOD AND SPECIALTY PET FOOD

(Please read carefully before applying for registration)

All pet food and specialty pet food products must be registered by WSDA prior to distribution in Washington. The following **completed forms and fees** must be submitted in order for your application to be processed.

**APPLICATION FOR RE-REGISTRATION OF PET FOOD AND SPECIALTY PET FOOD:**

Return the completed application for registration of pet food and specialty pet food product(s). **The person responsible for registration must sign the application form.** If you are a new company, do not complete the *Registration Number*; a number will be assigned to you when your products are approved. Failure to submit a complete *New Pet Food Product Addendum* form and applicable fees with your application will delay the processing of your application. Upon approval of registration, a copy of the product registration certificate will be forwarded to you. Providing an email address will allow the certificate to be forwarded electronically.

- *Registered By:* Enter the complete information for the company submitting the application for registration.
- *Registered For:* Enter the complete information for the company the new products are being registered for. If the same as the *Registered By* company, write SAME in the *Registered For* field.
- *Entity Responsible for Product:* Enter the complete information for the company responsible for the content of the new products (guarantees, ingredients, etc.). If the same as the *Registered For* company, write SAME in the *Entity Responsible* field.
- International companies are required to have an agent with a Washington State address and comply with Title 23 RCW as described by the Washington Secretary of State website <http://www.secstate.wa.gov/corps/faq.aspx>

**NEW PET FOOD PRODUCT ADDENDUM (AGR 630-4301) Form:**

Return the completed addendum form for registration of new pet food and specialty pet food product(s) with your application for registration. Enter the name of each NEW product on the addendum form as it appears on the product label and check the package size. Failure to submit a complete *New Pet Food Product Addendum* form for new product(s) with your application will delay in the processing of your application.

- *Registered For:* Enter the firm name for the company the new products are being registered for.
- *Registration Number:* If you are a new company, do not complete the *Registration Number* field. If you are an existing company registered with the WSDA, enter the registration number that appears on your application form.

**APPLICATION FEE AND LATE FEE (MAKE CHECKS PAYABLE TO WSDA):**

The application fee for pet food or specialty pet food is as follows:

- \$90.00 per product if sold in small packages of less than 10 pounds and in packages of 10 lbs. or more with the same labeling.
- \$22.00 per product if sold only in bulk or in packages of 10 pounds or more.
- Registration fees must accompany your application for it to be processed.

**LABELS (ONLY FOR NEW OR REVISED PRODUCTS):**

Submit one legible label for each new or revised product. The label must be formatted to fit 8 ½" x 11" paper.

**PET FOOD AND SPECIALTY PET FOOD/FERTILIZER: Dual products require registration as both a pet food/ speciality pet food and a fertilizer.**

- For fertilizer forms, go to <http://agr.wa.gov/PestFert/Forms/default.htm>.

**Mail registration packages to:** Washington State Department of Agriculture  
Pesticide Management Division  
1111 Washington Street SE, 2nd Floor  
PO Box 42591  
Olympia, WA 98504-2591

If your company distributes commercial feed other than pet food and specialty pet food in the state of Washington, you must apply for a Commercial Feed License. The Commercial Feed License forms as well as the pet food forms are available on the WSDA web site at <http://agr.wa.gov/Foodanimal/AnimalFeed/default.htm>. They can also be obtained by writing to the above address or calling (360) 902-2025.

**IF YOU HAVE ANY QUESTIONS CONCERNING PET FOOD OR SPECIALTY PET FOOD REGISTRATION**, please contact WSDA at (360) 902-2025 or by e-mail at [feedreg@agr.wa.gov](mailto:feedreg@agr.wa.gov). Our fax number is (360) 902-2093.