

IMPORTANT LICENSE INFORMATION

Reducing Paper and Mailing Costs

- WSDA now has an on-line renewal option. See the enclosed *News to Share* for information.
- If you renew via the enclosed paper application, please provide your e-mail address on the line provided in Section 1 of your renewal application. If you have provided your e-mail in the past, it will be preprinted on your renewal application. Please neatly correct if inaccurate. E-mail provides a cost-efficient way to distribute information. If you renew on-line, please report any changes to your information to Pesticide Licensing at license@agr.wa.gov or toll free, (877) 301-4555.
- Consider whether or not you need a mailed confirmation when your license is updated. If not, mark either the “E-mail” or “Neither” box at the bottom of Section 1 on your application. If you mark “E-mail,” be sure to neatly print your e-mail address if it is not already printed on your application. If you mark “Neither,” you will receive no confirmation from WSDA but can periodically check your license record at <http://agr.wa.gov/pestfert/LicensingEd/Search/>.
- Licensees with a Private Applicator license and any other non-Commercial Applicator license receive only one packet. Your credit report will list both Private Applicator and non-Private Applicator information and your renewal application will list all the licenses you can renew.

Recertification Credit Report

Your Recertification Credit Report lists your credit total as of **9/30/11** and information on determining whether you need to earn additional credits before the end of the year. With the instructions provided on your credit report, you can go on-line to access a complete credit report for each license you hold. This on-line report lists all courses attended and reflects the most up-to-date credit information available. For example, an on-line credit report viewed by a licensee on Dec. 1 will include all credits entered into the database and not just courses held through Sept. 30.

Reminders

- The plastic license card you were previously issued identifies you as someone who may hold a current pesticide or SPI license. You will only be issued a replacement if the card is damaged or lost.
- You can determine your current license status by visiting the license search page at <http://agr.wa.gov/pestfert/LicensingEd/Search/>. To maintain your license, it must be renewed annually. WSDA mails renewal notices each November to the mailing address last supplied by you. Please notify WSDA of any address changes as soon as possible.
- When signing recertification rosters, take note of whether you are attending a session designated as either equivalent or concurrent. Equivalent courses are those that have identical content while concurrent courses are those held at the same time. When two sessions are designated as either equivalent or concurrent, you can only receive credit for one of the sessions.

Did you know you could...

- **Search for open recertification courses** by location, topic, date, and language? Just enter the relevant course criteria at <http://agr.wa.gov/PestFert/LicensingEd/Recert/> and only matching courses will be retrieved.
- **Take prelicense and recertification courses on-line?** WSU’s Pesticide Education program at <http://pep.wsu.edu/> offers both types of training.

Contact Information

General Licensing Questions

Toll free 1-877-301-4555 and follow menu options or license@agr.wa.gov

Assistance in Spanish: Toll free 1-877-301-4555 and then press 2 or (509) 249-6925

Recertification Questions

Toll free 1-877-301-4555 and follow menu options or recertification@agr.wa.gov

Direct for licensee credit questions: (360) 902-2088 or hpingol@agr.wa.gov

Direct for sponsor course questions: (360) 902-2023 or ibeckman@agr.wa.gov