

INSTRUCTIONS

Use this form only for renewing license (re-registration) of pesticide products and non-chemical pest control devices. For new products, use Form P-2 (Rev. 1/29/09) which is available on our website at: <http://www.hawaii.gov/hdoa/pi/pest/forms>.

1. The application form has been preprinted with the list of pesticide products eligible for renewal, along with their respective EPA registration and State license numbers. Review the list and verify that that all products which are expiring are included on the list. Check off products that will be discontinued.

Companies selling Restricted Use Pesticides (RUP) must designate a Hawaii distributor on the application form. RUPs may be sold only to certified applicators by dealers who hold a RUP dealers permit.

2. License Period Unless otherwise specified, licenses shall expire on December 31st of each third year.

"Discontinued" products are required to be licensed until as long as there are stocks remaining on the retailer's shelves; or for three years after written notice to the department of the date of discontinuance; provided that the continued sale is not specifically prohibited by the department or the EPA. Renewal of licenses for less than the three-year period must be supported by documentation that no existing stocks remain in the channels of commerce. Documentation shall include written statements from each local distributor and retailer, who received direct shipments of the product within the past three years. In addition, a letter from the licensee must be submitted certifying that all distributors and retailers who received the discontinued product within the past three years have been contacted and informed of the discontinuance. In situations whereby direct sales to Hawaii are made from a mainland distributor other than the licensee, if the affected local distributor(s) and retailer(s) cannot be contacted, three-year licensing will be required.

4. Fees All pesticides: \$330.00 per product per three (3) year license period.

5. Labels & Labeling Electronic submission of Text.pdf versions are preferred. Otherwise, submit one copy of the revised labeling and the EPA Stamped "ACCEPTED" label (with comment letter, if applicable).

Labels need not be submitted if no changes were made, however, if unsure, copies should be submitted. (Any change in the product name may result in it having to be licensed as a new product.)

Send electronic submissions to: hdoapestreg@hawaii.gov