INSTRUCTIONS

Use this form only for renewing license (re-registration) of pesticide products. For new products, use Form P-2 (Rev. 7/03) which is available upon request.

1. Submit the Application for License Renewal of Pesticides (P-1) in triplicate. A validated copy will be returned as your Certificate of License; a copy will also be forwarded to your principal Hawaii distributor.

2. On the application, list the pesticides to be renewed, along with their respective EPA registration and State license numbers exactly as shown in the previous period’s Certificate of License. Show all restricted use pesticides in caps (upper case letters) followed by "RESTRICTED USE" in parenthesis. These products may be sold only to certified applicators by dealers who hold a special permit.

3. 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: $225.00 per product per three (3) year license period.

5. Labels & Labeling Submit three (3) copies of each revised labeling and one (1) copy of the EPA Stamped "ACCEPTED" label (with comment letter, if applicable).

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