



New Hampshire Department of Agriculture, Markets & Food  
Division of Pesticide Control  
25 Capitol Street  
PO Box 2042  
Concord, New Hampshire 03302-2042

**INSTRUCTIONS FOR COMPLETING  
PESTICIDE REGISTRATION APPLICATIONS**

October 1, 2010

Please read the following directions carefully before completing registration applications. Registrations not completed according to the following guidelines will be subject to revision and delay.

1. **Only one copy of the application form is necessary.** New Hampshire does not require duplicate copies.
2. **DO NOT STAPLE** any part of application packet.
3. Confirm the Company Name, Address, and EPA Company Number. Be sure to include the name and contact information for the authorizing agent.
4. Confirm Product Names, and EPA Registration Numbers on the renewal applications. Legibly print or type new product information in spaces provided.
5. Draw a **single line** through any incorrect information and print or type the correct information.
6. Please indicate each product as Restricted Use (R), General Use (G), or Specialty/Household (S)

Any pesticide submitted for registration to the State of New Hampshire must be categorized according to the following designations; **General Use, Restricted Use, or Specialty/Household**. Use the following definitions as a guide to categorize products being registered.

- G** **General Use** includes non-restricted agricultural and commercial pesticides and all others not defined as Specialty/Household pesticides.
- R** **Restricted Use** includes both State and Federally classified pesticides restricted in use by list or label identification, regardless of labeled uses.
- S** **Specialty/Household** means any disinfectant, sanitizer, germicide, biocide, and any pesticide labeled for use directly on humans or pets (including dogs, cats, horses, and other companion animals). This category also includes any other pesticides labeled for use in areas in or around household premises, including:
- a. pesticide products labeled exclusively for use in and around the home, provided the product is not labeled as a wood preservative
  - b. products with labeling that bears no references to commercial uses such as commercial pest control and lawn care, industrial weed control, and use by private and commercial applicators.
  - c. products that are labeled exclusively for treatment of pets including dogs, cats, horses, and other companion animals.
  - d. insect repellents and other pesticides that are applied to the human body or to clothing.
  - e. products labeled for pools or spas.

6. Indicate under the "DISC" column if product is to be registered as "DISCONTINUED". "Discontinued" does not mean "cancelled". Any products being discontinued must be registered as such for two years so that existing supplies in the channels of trade can be legally sold and used.
7. Draw a **single line** through any product not intended for 2011 registration in New Hampshire. These products should have been discontinued for two years and will be considered "cancelled". **Enclose a letter of cancellation for the specific product.**

8. Indicate under column "SLN" if product is to be registered as "Special Local Needs, Section 24(c)" or as an "Experimental Use Permit", EUP, if applicable.
9. **Any multiple brand names, colors, finishes, scents, and fertilizer analyses for products must be registered separately in New Hampshire. Be sure to include these on the application and supply corresponding labels. Registration of varying container sizes for products is not required.**
10. **ONLY submit a complete hardcopy label for each "new" pesticide to be registered.**
  - **The label must be the same as that appearing on the container.**
  - **DO NOT submit labels for products being renewed if no changes have been made from the previous year's submission.**
  - **Submit only labels representing "new" products, revised labels, and supplemental labels, if applicable, for 2011.**
  - **Revised labels must either have changes highlighted or accompanied by a letter describing changes.**
  - **DO NOT submit Material Safety Data Sheets.**
11. Each application must be limited to the pesticides offered for sale under the name of a single manufacturer or distributor. If a registrant applies on behalf of more than one manufacturer or distributor, separate applications must be submitted for each company.
12. Registrations must be authorized and signed by a representative of the company. Please include a contact phone number and email address for the authorizing agent.
13. A photocopy of the application form will be accepted.

**The Registration fee is \$120.00 per product.**

**Registration applications submitted without the required fees will result in delays.**

**Pesticide registrations are valid for one calendar year and expire on December 31, 2011.**

Submit check or money order made payable to:

*The Treasurer, State of New Hampshire*

Please remit registration fees, completed applications, and required documents to:

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25 Capitol Street

PO Box 2042

Concord, New Hampshire 03302-2042

Thank you for your cooperation! If you have any questions or need assistance please contact the Division of Pesticide Control at (603) 271-3550 or Product Registration at (603) 271-3118 or [arife.ozkan@agr.state.nh.us](mailto:arife.ozkan@agr.state.nh.us)

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[http://agriculture.nh.gov/divisions/pesticide\\_control/index.htm](http://agriculture.nh.gov/divisions/pesticide_control/index.htm)