

ENVIRONMENTAL PROTECTION AND ENHANCEMENT ACT

A GUIDE FOR THE APPLICATION FOR REGISTRATION

For Activities Related To THE SALES, HANDLING, USE AND APPLICATION OF PESTICIDES

All businesses operating within the Province of Alberta require a registration issued by Alberta Environment and Parks to apply and/or sell pesticides in accordance with Sections 60 and 61 of the *Environmental Protection and Enhancement Act* and Sections 7 and 14 of the *Pesticide (Ministerial) Regulation*.

An operation that does not hold a valid Agrichemical Warehousing Standards Association (AWSA) certificate will require a **Pesticide Vendor Registration** if it:

- 1) sells or distributes pesticides at wholesale
- 2) sells federally registered Restricted or Commercial class (Schedule 1 or 2) pesticides at retail
- 3) stores pesticides for distribution to Alberta Wholesale or Retail Vendors.

NOTE:

- **Operations that provide SERVICE AND VENDOR functions must obtain both a Pesticide Vendor and Service Registration regardless of whether or not they hold an AWSA certificate.**
- **A pesticide vendor that subcontracts pesticide application services of a third party contractor MUST ensure their contractor holds an appropriate service registration and employs an appropriate Alberta certified applicator.**
- **Service and vendor registrations are issued for the outlet and storage address identified on the application forms. Prior to moving the outlet or storage location, the service or vendor must notify the Director and apply for a new registration. In addition, sale of the operation will automatically cancel the registration. The new owner must apply for a new registration.**

Operations are deemed to be registered Pesticide Vendors provided they:

- 1) hold a valid Agrichemical Warehousing Standards Association (AWSA) Certificate
- 2) are only involved in the sale of federally registered "Commercial" pesticides
- 3) are not involved in the use or application of these pesticides

Operations meeting all three requirements do not also need a Pesticide Vendor Registration.

- **PLEASE ALLOW SIX WEEKS TO PROCESS A REGISTRATION.**

If you require assistance, please contact Alberta Environment and Parks at;

Tanya Rushcall
Provincial Pesticide Approvals and Registration Specialist
780-644-4647
Tanya.Rushcall@gov.ab.ca

To be connected toll free from anywhere in Alberta, first dial 310-0000.



Regulatory Approvals Centre
5th Floor, South Petroleum Plaza
9915 108 Street
Edmonton AB T5K 2G8
Telephone: 780-427-6311
Fax: 780-422-0154
Email: aep.epeapplications@gov.ab.ca

This page contains further instructions on completing the application form.

Company Name

The name of your company is the legal entity registered with the Alberta Corporate Registry (e.g. 123456 Alberta Ltd.). If you do not have a registered company, then the service registration will be issued to the individual who has identified his/herself as the Authorized Representative and signed the application form.

Any legal issues are directed to the legal entity name or this individual.

Operating Name

This is the name of your operation that you advertise your services under if different from your legal entity name (e.g. ABC Spray Services may be the operating name for 123456 Alberta Ltd.).

Addresses

Many operations have a number of different addresses, such as a post office address, or a different address for finding the physical location of the operation. Alberta Environment and Parks will require all the different means of locating an address, including the legal land location (identified on your municipal tax notice).

Authorized Representative / Executive Officer / Owner

This is the individual that is responsible for the operation. If this is also the owner (e.g. in small companies) then the individual will identify him/herself again in the Executive Officer/Owner identification box. For multi-outlet operations there will likely be different names in each of these boxes. The authorized representative is also responsible for ensuring Alberta Environment and Parks is notified of any changes to the operation as required in the conditions of a Pesticide Service and/or Vendor Registration.

Certified Pesticide Dispensers

Any operation submitting an application for the sale/distribution of Restricted or Commercial class pesticides (Schedule 1 or 2) must have a dispenser that has been certified through the **Commercial Pesticide Dispenser** Certificate Program administered by Lakeland College. An applicator certified through the **Pesticide Applicator** Program, also administered by Lakeland College, may be recognized as an alternative.



Regulatory Approvals Centre
 5th Floor, South Petroleum Plaza
 9915 108 Street
 Edmonton AB T5K 2G8
 Telephone: 780-427-6311
 Fax: 780-422-0154
 Email: aep.epeaapplications@gov.ab.ca

ENVIRONMENTAL PROTECTION AND ENHANCEMENT ACT

APPLICATION FOR REGISTRATION

**For Activities Related To
 THE SALES, HANDLING, USE AND APPLICATION OF PESTICIDES**

I hereby make application for a new a renewal of a an amendment to a

Pesticide Vendor Registration

Wholesale Pesticide Vendor Registration

Retail Pesticide Vendor Registration (sale to end user)

or an amendment to an existing **Pesticide Service Registration** to include:

- the sales of any pesticide (NOTE: attach copy of AWSA Certificate of Compliance to application)
- the sales of vertebrate toxicants only
- the sales of select herbicides to rural acreage owners who have completed appropriate training.

and provide the following information for the activity(ies) that applies to my operation.

Complete the required information below, then print and sign the form. Once signed, please scan and email it to aep.epeaapplications@gov.ab.ca, mail or fax it to the address or fax number in the document header above.

This outlet does not have an AWSA Certificate of Compliance Number.

Company Name:

Is this an Alberta Registered Corporation? ____; a Registered Trade Name? ____; a Name only? ____

Operating Name: (Please indicate the name you are known as or advertise your services under if different from above.)

Same as above	Operating as:
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Operation Mailing Address:	Operation Location Address:	Pesticide Storage Address:
Street:	Street:	Street:
Municipality:	Municipality:	Municipality:
Postal Code:	Postal Code:	Postal Code:

Legal Land Description and/or Block Plan Number:

For the Operation Location Address	For the Pesticide Storage Facility (if different):

Authorized Representative:

Name:	Title:	
Address: (if different from above)	Municipality:	Province:
Postal Code:	Telephones:(operation):	
Email:	(cell):	

Chief Executive Officer/Owner:

Name:			
Address:	City:	Postal Code:	Province:
Telephone:			
Email:			

24-Hour Emergency Contact: (This individual should not be the Owner or Authorized Representative and should be familiar with operation of the service and be responsible for on-site decisions should an emergency occur.)

Name:	Telephone (operation):
	(home):
Email:	(cell):

Certified Pesticide Dispensers: Every vendor outlet must employ at least one Commercial Class Dispenser or applicator certificate holder. Provide the name(s), certificate number(s) and expiry date of the dispenser(s) or applicator(s) involved in the RETAIL dispensing of pesticides employed by this vendor outlet.

Name	Certificate # and expiry date	Indicate if Applicator or Dispenser

I confirm a pesticide dispenser or dispenser assistant is employed and working at the outlet at all times the outlet is open for business. More information regarding dispenser assistants is available in the Environmental Code of Practise for Pesticides. The Code also specifies that the dispenser must train dispenser assistants on a yearly basis in accordance with the Training Checklist provided in the Code.

Authorizations:

I have read and understand the requirements of the most current [Pesticide Sales, Handling, Use and Application Regulation 24/97](#), the [Pesticide \(Ministerial\) Regulation 43/97](#), and the [Environmental Code of Practice for Pesticides](#) and that an inspection may be conducted prior to and/or during the term of issuance of this registration to verify compliance with provincial pesticide legislation, and that the issuance of a registration pursuant to Part 2, Division 2 of the [Environmental Protection and Enhancement Act](#) does not relieve me from complying with all other applicable legislation, whether federal, provincial or municipal.

I, the undersigned, acknowledge the application information to be a true and accurate representation of my operation activities at the time of signing. **Any changes to this information will be immediately forwarded to Alberta Environment and Parks.**

_____	_____
Name of Authorized Representative (print)	Signature
_____	_____
Title	Date

The activities indicated in this form refer to the activities listed in the Activities Designation Regulation (Alberta Regulation 211/96).