



## REQUEST TO REVISE COMMERCIAL FERTILIZER PRODUCT LABEL

(Form 4384 - See instructions on page 2)

**IMPORTANT:** WSDA requires a new Application for Fertilizer Registration for all label amendments involving a change to the brand, product name, grade, guaranteed analysis, size guide number or company name.

COMPANY NAME	WSDA ISSUED COMPANY NUMBER
REGISTRAR NAME	TELEPHONE NUMBER
EMAIL	DATE

Depart. Use Only STATUS	Product Information	Description of Minor Label Revisions
	<b>WA Product Number:</b> _____ <b>Product Name:</b> _____	
	<b>WA Product Number:</b> _____ <b>Product Name:</b> _____	
	<b>WA Product Number:</b> _____ <b>Product Name:</b> _____	
	<b>WA Product Number:</b> _____ <b>Product Name:</b> _____	
	<b>WA Product Number:</b> _____ <b>Product Name:</b> _____	
	<b>WA Product Number:</b> _____ <b>Product Name:</b> _____	
	<b>WA Product Number:</b> _____ <b>Product Name:</b> _____	
	<b>WA Product Number:</b> _____ <b>Product Name:</b> _____	

**If ingredients or sources of nutrients change on any product, you must submit new metals reports to reflect the new formulation.**

## INSTRUCTIONS

This request form is for **minor labeling changes** only (e.g. amendments in graphics, rates, or recommendations). A change in the **brand, product name, grade, guaranteed analysis, size guide number** or **company name** on a fertilizer label is a new product. For instructions on new product registration, refer to 'New Fertilizer Registration Checklist' on our web site, <http://agr.wa.gov/PestFert/Fertilizers/ProductRegistration.aspx>.

- 1. WA Product Number:** For the product registration number, refer to your WSDA certificate, Commercial Fertilizer Registration, or the fertilizer product database at <http://agr.wa.gov/PestFert/Fertilizers/ProductDatabase.aspx>.
- 2. Product Name:** Enter the first line of the product name on the label and the grade.
- 3. Description of Minor Label Revisions:** Give a brief description of the label revision; i.e. added new directions, font, etc.
- 4. Submitting Revision:** Labels should be submitted electronically in a searchable PDF, at 300 dpi with the following standard file name format: Company#\_Product#\_ProductNameN-P-K.pdf **(Example = 1960\_0001\_HappyDays10-10-5.pdf)**
  - Company# = Four position WSDA number, with lead zeros, followed by an underscore.
  - Product# = Four position WSDA product number, with lead zeros, followed by an underscore.
  - ProductName = Enter first line of product name on the label followed by N-P-K. No spaces between label names; capitalize the first letter of each word.
- 5. Do not submit a paper copy of a label to WSDA if the electronic label has been sent by email.**
- 6. DO NOT submit revised labels with an Application for Re-Registration of Commercial Fertilizer.**

Submit label revision request to WSDA's Pesticide Management Division, Registration Services, by email to [fertreg@agr.wa.gov](mailto:fertreg@agr.wa.gov) with the electronic label in PDF format.