

INFORMATION FOR RECIPROCAL AGREEMENT PESTICIDE APPLICATOR CERTIFICATION

All Commercial Applicators (CCAs) (with the exception of not-for-hire commercial applicators and government employees) **must** either obtain, or work for a firm that has obtained a **Virginia Pesticide Business License** issued by the Virginia Department of Agriculture and Consumer Services. This should not be confused with any county or city business license or license from another government agency or state.

Applicators who obtain a Commercial Certificate in Virginia via reciprocity with another state or a federal agency **must maintain their home state or federal certification**. If their home state or federal certification is suspended or revoked in the home state or by the federal agency, then their Virginia certificate may be suspended per 2VAC5-685-180. This would include any failure to maintain the home state certificate which causes it to expire or lapse.

Recertification is required biennially. Certified applicators are required to attend an approved category specific recertification course every two years before their certificate expires for each category they hold. This is usually accomplished by attending a **Virginia approved** recertification course.

Some states that Virginia reciprocates with permit reciprocal recertification. **If the home state does not permit reciprocal recertification then you must attend a Virginia approved recertification course every two years to maintain your Virginia certificate**. Reciprocal recertification may be granted to out-of-state applicators under the following conditions per 2VAC5-685-190:

1. The home state must grant reciprocal recertification to Virginia applicators in like categories;
2. The applicator that reciprocated must maintain certification in their home state;
3. The applicator that reciprocated must provide proof of certification in their home state prior to the date that the Virginia certificate expires (i.e. copy of home state certificate showing it is current); AND,
4. The applicator that reciprocated must meet all other Virginia requirements for recertification.

To determine if your home state permits reciprocal recertification, contact the Virginia Department of Agriculture and Consumer Services prior to the expiration of your certification. Reciprocal agreements are subject to change.

Once issued, Commercial Applicator Certificates are **renewed on a biennial basis**. Applicators will either renew in an odd or even year. The expiration date and recertification dates for each category are listed on the applicator's certificate once issued. Effective March 17, 2022, the fee for commercial applicators and registered technicians to renew their certificates was eliminated.

Applicators who take the required recertification course(s) prior to their certificate's expiration will have their certificate automatically renewed and a new certificate will be sent to them. Applicators who are due for renewal but do not take the required recertification course(s) will have their certificate expire as indicated on their certification card. If a pesticide applicator applies any pesticide without a current certification, they are in violation of Virginia's laws and regulations and subject to enforcement action.

Applicators are granted 60 days after their expiration to obtain recertification credit to renew their expired certificate, otherwise they will have to be reexamined. Until they have taken the required recertification course, they are not allowed by law to apply pesticides. After the 60-day grace period ends (August 29 of the expiration year), the only way to renew their certificate is by examination per 2VAC5-685-130. This includes reciprocal applicators who do not obtain recertification credit by attending a Virginia approved course or in cases where reciprocal recertification credit is permitted, do not provide the documentation referenced in the conditions listed above for reciprocal recertification credit.

INSTRUCTIONS FOR COMPLETING APPLICATION FOR RECIPROCAL COMMERCIAL APPLICATOR CERTIFICATION

1. Fill in "Application for Reciprocal Applicator Certificate" completely. Be sure to **sign and date** your application. **The state you are reciprocating from MUST be a state where you tested and passed commercial pesticide applicator examinations. You cannot obtain Virginia reciprocity from a state you reciprocated into from another state.**
2. **If you are an out-of-state resident and your business address is also out-of-state, you must enclose a completed and notarized Power of Attorney form.** Please ask your notary to use an **ink seal** instead of an embosser. If your business has a Resident Agent registered with the Virginia State Corporation Commission, please indicate them on form.
3. **Enclose a front and back copy of your current state's certificate. Be sure this is an unexpired certificate. Note that you must maintain your home state's certificate if you are issued a Commercial Certificate via reciprocity.** If your home state certificate is ever cancelled, suspended or revoked then your Virginia certificate may be suspended.
4. **If you are an aerial applicator**, you must submit documentation to show that you meet the requirements of the Federal Aviation Agency, the Virginia Department of Aviation, and any other applicable federal or state laws or regulations to operate aerial equipment. At a minimum, you should submit a copy of your FAA commercial pilot license or remote pilot certificate (14 CFR Part 107) and the Part 137 Aircraft Operations Certificate for your business.
5. **Enclose the fee of \$25.00 for certification** made payable to **THE TREASURER OF VIRGINIA**. All fees are non-refundable and non-transferable (Fees are waived for government employees).
6. Once you have obtained your certification, you are responsible for maintaining an active certificate through **recertification training** and **renewing** your certificate biennially. Your expiration **AND** recertification deadlines will be displayed on your certificate. It is your responsibility to notify OPS of any mailing address or employer changes to ensure you receive updates on when to recertify and renew. Should your certificate expire for any reason, you will be required to re-take all examinations needed to reinstate your certificate.

If you have further questions or need additional help applying, call our office at (804) 786-3798 or email opsclrt.vdacs@vdacs.virginia.gov.

VIRGINIA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES
OFFICE OF PESTICIDE SERVICES

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APPLICATION FOR RECIPROCAL PESTICIDE
APPLICATOR CERTIFICATE

(SEE PAGES 2 through 4 for Category, Instructions and Related Information)

CA-R

In accordance with the Virginia Pesticide Control Act, application is hereby made for **CERTIFICATION** as a **COMMERCIAL PESTICIDE APPLICATOR** under the Reciprocal Agreement between the Commonwealth of Virginia and the State of _____ . All certificates must be renewed by June 30th of the year provided on the certificate.
(State you are certified in)

The **non-refundable** application fee is \$25.00. Make the check payable to: **Treasurer of Virginia**. **Mail the completed application, check, copy of your out-of-state license and other required forms to the above address.** Federal, state, and local government employees are exempt from the fee.

CERTIFICATE CLASS DESIRED: (check only one appropriate class)

Commercial For-Hire (C)

Not-For-Hire Commercial (N)

Government Employee (G)

Please type or print the following information:

E-MAIL ADDRESS: _____

Social Security No. or ITIN (**REQUIRED**): _____ - _____ - _____ HOME PHONE: _____

APPLICANT'S NAME: _____ (Last) _____ (First) _____ (M.I.) **DOB:** ____/____/____
MM / DD / YYYY

MAILING ADDRESS: _____ HOME STATE CERT # _____
(Street or RFD)

CITY: _____ STATE: _____ ZIP CODE: _____

EMPLOYED BY (NAME OF BUSINESS): _____

VA. PESTICIDE BUSINESS LICENSE #: _____ BUSINESS PHONE #: _____

BUSINESS ADDRESS: _____
(Street or RFD) (City, State, Zip)

I request to obtain the following VA categories through Reciprocity with the State of _____ :
(State you are certified in)

<u>CATEGORY #</u>	<u>CATEGORY TITLE</u>	<u>CATEGORY #</u>	<u>CATEGORY TITLE</u>
(1) _____	_____	(2) _____	_____
(3) _____	_____	(4) _____	_____

(See page 2 for VA applicator categories)

I certify by signing below that I am the person applying for certification and that I meet the eligibility requirements for commercial certification. I further certify that I have been trained in the specific skills necessary to properly apply pesticides in the performance of my job, and I agree to abide by all laws and regulations governing pesticide usage in Virginia. In addition, I certify that I am over the age of 18, and eligible for pesticide certification in the Commonwealth of Virginia.

(Signature of Applicant)

(Date)

FOR DEPARTMENT USE ONLY:

Certificate No.:

Date Issued:

Keyed By:

AMOUNT TO REMIT: \$ 25.00

VDACS ACCT: 756-09-0265

VDACS-07210 Eff. 01/2025

(SEE PAGES 2 THROUGH 4 FOR CATEGORIES, INSTRUCTIONS AND ADDITIONAL INFO)

VA COMMERCIAL PESTICIDE APPLICATOR CATEGORIES

<u>Category #</u>	<u>Category Title</u>
1-A	Agricultural Plant Pest Control
1-B	Agricultural Animal Pest Control
1-C	Fumigation - Soil/Ag Products
1-D	Chemigation
2	Forest Pest Control
3-A	Ornamental Pest Control
3-B	Turf Pest Control
4	**Seed Treatment
5-A	Aquatic Pest Control-General
5-B	Marine Antifoulant Paint
6	Right-Of-Way Pest Control
7-A	**General Pest Control (including food processing)
7-B	**Wood Destroying Pest Control
7-C	Fumigation (Non-Agricultural)
7-D	Vertebrate Pest Control (excluding structural invaders)
7-E	Sewer Root Pest Control
8	Public Health Pest Control
9	Regulatory Pest Control
10	Demonstration and Research Pest Control
11	Aerial Pesticide Application
12	Wood Preservation

** excluding fumigation

Definitions:

Commercial applicator means any applicator who has completed the requirements as determined by the board, including appropriate training and time in service, to apply for a certification, and who uses or supervises the use of any pesticide for any purpose or on any property other than as provided in the definition of private applicator.

Commercial applicator not for hire means any commercial applicator who uses or supervises the use of pesticides as part of his job duties only on property owned or leased by him or his employer. This definition shall also apply to governmental employees who use or supervise the use of pesticides, whether on property owned or leased by them or their employers or not, in the performance of their official duties.

Renewal is required biennially by June 30th of the year indicated on your certificate. This is accomplished by submitting a commercial renewal application before the expiration date listed on the applicator's certificate. **As a reciprocal Commercial Applicator, you will need to present your home's states unexpired certificate each time you renew your Virginia Certificate.**

Recertification is also required biennially. This is accomplished by attendance at a Virginia approved recertification course for each category you wish to maintain, or by re-testing in lieu of attending training courses. You are required to take at least one course in a two year period, but can take enough courses to obtain four years of credit.