

AGRICULTURE / WEIGHTS & MEASURES



COUNTY OF SAN MATEO

Fred Crowder

Agricultural Commissioner
Sealer of Weights & Measures
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Redwood City, CA 94064-0999
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TO: BRANCH 2 AND 3 STRUCTURAL PEST CONTROL OPERATORS
FROM: FRED W. CROWDER, AGRICULTURAL COMMISSIONER/SEALER
SUBJECT: REGISTRATION REQUIREMENTS FOR 2019.

Food and Agriculture Code (FAC) section 15204 requires that each licensed structural pest control Branch 2 or 3 company register with the Agricultural Commissioner prior to conducting business in the County.

If your business will be registering with the San Mateo County Agricultural Commissioner as a Branch 2 and/or 3 structural pest control business, you may register by mail. If you decide to register in person please be advised registration hours will be from 1:00 p.m. – 4:00 p.m. Monday through Friday from December 3, 2018 through February 15, 2019. Beginning on February 18th, registration hours will be 2:00 p.m. - 4:00 p.m. **Please plan to arrive by 3:30 p.m.** to allow the Biologist adequate time to handle your registration.

A company that is licensed for both Branch 2 and Branch 3 may register that business as one operation, listing each branch office (location) on the registration form. Companies must list a “responsible person” on the registration form. The Department of Pesticide Regulation interprets the “responsible person” to be the branch supervisor as defined in Business and Professions Code section 8611.

Annual Registration to Perform Structural Branch 2 or 3 Pest Control:

1. Complete the enclosed registration form.
2. Enclose the annual registration fee of \$10, payable to San Mateo County
3. Mail to:

SAN MATEO COUNTY AGRICULTURAL COMMISSIONER
P.O. BOX 999, REDWOOD CITY, CA 94064-0999

There will be an amendment fee of \$10 for licensees added to the registration at a later date. Be aware that incomplete forms, incorrect information, or the incorrect fee will delay completion of your registration. The registration form is also available on our Department website.

Monthly Summary Pesticide Use Reports (MSPURs)

Structural Pesticide Use stamps issued by the Structural Pest Control Board (SPCB) are now being validated through CalAgPermits, the online use reporting website. **It is no longer necessary to send in stamps if you are submitting use reports on-line.** Instead you must retain the purchased stamp, which should be affixed to your MSPUR paper copy for three years from the report submission date. REMINDER: You must submit use reports every month. For **negative use reports**, no pesticide use stamps or stamp numbers are required. If you would like to start submitting your MSPURs online, please send an email requesting a username and password to smateoag@smcgov.org, check the box on the registration form, or contact our office at (650) 363-4700.

We would like to hear from you. Please visit our Department website to complete a short one minute online Customer Survey at our Department website at www.smcgov.org/agwm

If you **do not** intend to perform pest control work in San Mateo County this year, please complete and return this form with the information filled out below. You may send it by mail to:

San Mateo Department of Agriculture
P.O. Box 999
Redwood City, CA 94064-0999

You may fax it to (650)367-0130 or e-mail it to smateoag@smcgov.org.

I will **not** be performing pest control work in San Mateo County during 2019.

Business Name _____ (please print)

Printed Name

Date

Signature