

## Application for Registration of New Specialty Fertilizers

In accordance with Ohio Revised Code section 905.33, application is made to register the following specialty fertilizer(s) for the current registration year beginning DECEMBER 1 and ending NOVEMBER 30.

### Registrant (this information must match the label exactly)

1. Company Name, DBA: \_\_\_\_\_
2. Site Address: \_\_\_\_\_
3. City, State, Zip: \_\_\_\_\_
4. ODA Company Number: \_\_\_\_\_

### Agent or Registrant Contact (this contact will receive all correspondence)

5. Contact Name: \_\_\_\_\_
6. Contact Organization: \_\_\_\_\_
7. Mailing Address: \_\_\_\_\_
8. City, State, Zip: \_\_\_\_\_
9. Email: \_\_\_\_\_
10. Phone: \_\_\_\_\_

### Payment Information

Remittance of \$50.00 per each pesticide product name, payable to the "Ohio Department of Agriculture", must be enclosed. Payment by check, money order, or credit card only. American Express cards are not accepted.

Number of Product(s): \_\_\_\_\_ x \$50.00 = \$ \_\_\_\_\_

Payment Method: Check # \_\_\_\_\_ Money Order \_\_\_\_\_ Discover \_\_\_\_\_ Visa \_\_\_\_\_ Mastercard \_\_\_\_\_

*If paying with credit card, the following information is required before payment can be processed:*

Cardholder Name: \_\_\_\_\_

Credit Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ (MM) \_\_\_\_\_ (YYYY) \_\_\_\_\_ (CCV)

Authorized Signature: \_\_\_\_\_

### Marketplace Labels

Labels will only be accepted electronically as text-searchable PDF documents, received through e-mail. PDF(s) depicting the final marketplace label(s) are submitted by:

EMAIL: ☐

DATE EMAILED: \_\_\_\_\_

Email to: [AGRpestFertProducts@agri.ohio.gov](mailto:AGRpestFertProducts@agri.ohio.gov)

Product Name	N	P	K	Secondary/ Micro Nutrients? (yes/no)	EPA Reg No. (if combo product)	SKU (optional)

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date Signed



8995 E. Main Street Bldg 23  
Reynoldsburg, Ohio 43068  
614 | 728 6987  
[AGRPestFertProducts@agri.ohio.gov](mailto:AGRPestFertProducts@agri.ohio.gov)

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Signature of Authorized Representative

Date Signed

# INSTRUCTIONS FOR REGISTERING NEW SPECIALTY FERTILIZERS IN OHIO

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Fill out the application completely – including authorized signature. Registration packets must include the application, payment, and product label(s). Failure to comply with these directives may delay registration of your pesticide product. Once the product registration has been approved, we will send the official Certificate of Registration to the email address provided.

“Specialty fertilizer” means any fertilizer designed, labeled, and distributed for uses other than the production of commercial crops (ORC 905.31(Q))

### Name and Address

1. **Registrant Company Name:** The name of the registrant which will appear on the product label.
2. **Registrant Site Address:** The address of the registrant which will appear on the product label.
4. **Registrant ODA Company Number:** The Company ID assigned by ODA to existing registrants and can be found on previous Certificates of Registration. Leave the Ohio Company ID blank for "New" companies that do not already exist in our system; we will assign ID numbers for new companies once the products are registered with us.
5. **Agent/Submitter Contact Name:** The person who is authorized to answer any questions about your application for registration and receive mailed correspondence.
6. **Agent/Submitter Contact Organization:** The company name of the applicant; this should either be the company of the registrant's authorized agent, or the registrant itself if no agent is used.
7. **Agent/Submitter Mailing Address:** All correspondence, renewal notices, etc. will be sent to this address.

### Product Registrations

Products are registered based on trade name and guaranteed analysis. Products with differing container sizes, release times, etc do not need to be registered as separate products, provided the name and analysis are identical to a currently registered product.

### Payment

Include payment of \$50.00 for each product registered. (Example: 10 products at \$50.00 ea. = \$500.00) Incorrect amounts will delay the registration process. American Express cards are not accepted. Credit card payments may either be mailed or faxed to our office at 614-728-4235. Ohio does not have an online renewal/initial registration website for specialty fertilizer products.

### Labels

The most current label must be on file with our office; **paper copies are not accepted**. Revised product labels with minor changes can be submitted to our office without application. Revised products that have a different brand name, or different manufacturer/labeler will need to be registered as new products with an application and payment. Revised product labels can be submitted via email to

**[AGRPestFertProducts@agri.ohio.gov](mailto:AGRPestFertProducts@agri.ohio.gov)**.

### Product labels must include:

- a. Net weight of the contents;
- b. Brand and product name;
- c. Name and address of the manufacturer or distributor that appears on the license or registration;
- d. Grade expressed in whole numbers only for all mixed fertilizers except specialty fertilizers;
- e. Guaranteed analysis.

### Combo Pesticide/Fertilizer Products

Specialty Fertilizer products also containing one or more pesticides are combination products and must be registered as a specialty fertilizer and separately as a pesticide product using the ODA Pesticide Product Registration form. Although the pesticide registration of a combination product will be verified before the specialty fertilizer registration is processed, it is not necessary to submit the two applications at different times.

### Renewals

Specialty Fertilizer Product Renewals are mailed out in October of each calendar year to the Submitter/Agent Company Mailing address on file.