VIRGINIA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES
OFFICE OF PESTICIDE SERVICES
PO Box 526 • Richmond, VA 23218
Phone: (804) 371-0152 • Fax: (804) 786-9149 • www.vdacs.virginia.gov

COMMERCIAL PESTICIDE APPLICATOR CERTIFICATION APPLICATION

(Do not use this form for certification renewal or retesting)

CA-A

In accordance with the Virginia Pesticide Control Act, and regulations adopted thereunder, application is hereby made for Certification as a Commercial Applicator in Virginia. (SEE PAGE 2 FOR REQUIREMENTS AND INSTRUCTIONS)

The non-refundable application fee is $100.00. Please make check payable to: **Treasurer of Virginia**. Mail application and check to the above address. **Federal, State, and Local government employees are exempt from the fee. All certificates must be renewed by June 30th of the year provided on the certificate.**

CERTIFICATE CLASS DESIRED (Please check only one of the following four classes of certification listed below):

☐ COMMERCIAL FOR-HIRE (C)
☐ NOT-FOR-HIRE COMMERCIAL (N)
☐ GOVERNMENT EMPLOYEE (G)
☐ INACTIVE (Not Currently Employed) (I)

Please type or print the following information: EMAIL ADDRESS_____

SOCIAL SECURITY # (**REQUIRED**):_____ - _____ - _____ HOME PHONE # _____

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

MAILING ADDRESS: _____ COUNTY:_____
(Street or RFD)

CITY: _____ STATE: _____ ZIP CODE:_____

EMPLOYED BY (Company or agency you work for): _____

VA PESTICIDE BUSINESS LICENSE #:_____BUSINESS PHONE #:_____

BUSINESS ADDRESS:_____(Street or RFD) COUNTY:_____

CITY:_____ STATE:_____ ZIP CODE:_____

Please check **all** of the appropriate qualifications below by which you are eligible to apply for a Commercial Pesticide Applicator Certification:

☐ Currently hold a valid **Virginia Registered Technician Certificate** and have worked in Virginia as a Certified Registered Technician for at least one year. **Please print your certificate #: _____**
☐ Have at least one year of experience as a certified or non-certified applicator in a pesticide related field.
☐ Have at least one year of formal education and/or training in a pesticide related field.

If you have not held a Registered Technician certificate for at least one year, please give a brief explanation including specific dates/timelines, training, and/or education related to pesticides below, or on an attached (signed and dated) sheet of paper:

_____
_____
_____
_____

I request to be examined for the **core exam** and** the following category exams (please refer to the description of certification categories listed on page 3. You **MUST** select at least one category **in addition** to the core exam**):

CATEGORY NO.	CATEGORY TITLE	CATEGORY NO.	CATEGORY TITLE
(1) _____	_____	(3) _____	_____
(2) _____	_____	(4) _____	_____

** ***NOTE:*** The core exam is not required for individuals requiring certification in category 5B - Marine Antifoulant Paints. **

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:

APPLICATION FEE: $100.00
VDACS ACCT. 756-09-02656
VDACS-07211 **07/19**

(SEE PAGES 2 AND 3 FOR REQUIREMENTS, INSTRUCTIONS AND CATEGORIES)

ELIGIBILITY REQUIREMENTS FOR COMMERCIAL APPLICATOR CERTIFICATION

Prior to applying for **Commercial Applicator (CCA)** certification, a prospective applicant must first complete Pesticide Control Board-approved training. Board-approved training consists of, at a minimum, self-study and review of all the material contained in the most current edition of the Virginia Pesticide Applicator Certification Training CORE Manual, and at least one other category-specific manual related to the specific type of work to be performed. These manuals may be obtained for a nominal fee from the Virginia Tech Pesticide Programs website at **www.vtpp.org** or www.**vapesticidemanuals.com (use Internet Explorer)**.

In order to be eligible to make application for Commercial Applicator certification, **you must first meet at least one of the following requirements**:

1. Must currently hold a valid Virginia Registered Technician (RT) certification, AND must have worked as a Virginia certified Registered Technician for **at least one year**; OR;

2. Must have **at least one year** of education, training, or experience in a pesticide-related field which provides at least the equivalent practical knowledge of proper pesticide use required of a Registered Technician.

All Commercial Applicators (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 & Consumer Services.

INSTRUCTIONS FOR COMPLETING APPLICATION (A) FOR COMMERCIAL APPLICATOR CERTIFICATION

1. **This application is only intended for first-time applicants. If you have previously applied for Commercial Applicator Certification, please use Commercial Applicator Form B.**

2. Return completed application with $100.00 payment (Government employees are fee-exempt). If you meet the above requirements, you will be sent a Notice of Authorization (LOA) to take the certification exams. **You may not be permitted to test without supplying your Notice of Authorization at the time of testing.**

3. Within 90 days of the date of the Notice of Authorization, report to an approved testing location to take the written exams. Computerized exams at the DMV Customer Service Centers are scored as you are taking them, and you will be notified of your score as you complete each exam. Written exams taken at VDACS testing centers will be sent to the Office of Pesticide Services in Richmond to be scored.

4. Each Notice of Authorization is valid for only **one** testing session. Retakes are not permitted without re-applying to test. If you fail your exam(s), or your Authorization expires and you have not tested, you must re-apply to test using the **Commercial Applicator Form B**.

5. **To be considered certified (CCA), you must pass a minimum of the core exam and at least one category exam.** Failure of one or both exams will require you to retest to obtain your certification. If you pass the Core **and** one or more category examinations, the Office of Pesticide Services (OPS) will notify you, and send you your certificate, generally within 10 working days. If you take and pass your exam(s) at one of the DMV Customer Service Centers, you will be issued a temporary certificate good for seven days. Your permanent certificate will be mailed to you by OPS within seven days.

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, call our office at (804) 371-0152 or email Emma.Knestaut@vdacs.virginia.gov.

COMMERCIAL PESTICIDE APPLICATOR CATEGORIES

Category Number	Category Title
1-A	Agricultural Plant Pest Control
1-B	Agricultural Animal Pest Control
1-C	Fumigation of Soil and Agricultural Products
1-D	Agricultural 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 Paints
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 and Wood Products Treatment
**	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.

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.