

VIRGINIA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES
OFFICE OF PESTICIDE SERVICES

PO Box 526 • Richmond, VA 23218
102 Governor Street, Lower Level, Richmond, VA 23219
Phone: (804) 786-3798 • Fax: (804) 786-9149 • www.vdacs.virginia.gov

**PESTICIDE REGISTERED TECHNICIAN REQUEST
FOR AUTHORIZATION TO TAKE
PESTICIDE APPLICATOR EXAMINATION**
(Do not use for initial certification or certificate renewal)

RT-B

In accordance with of the Virginia Pesticide Control Act, and regulations adopted thereunder, application is hereby made to take the written examination for Registered Technician.

Please check the reason for requesting examination:

- Retesting (previous exams not passed or taken). Customer Number: _____
(On prior authorization letter)
- Reinstate an expired certificate. Certificate Number: _____
- Retest in lieu of attending a recertification course. The separate renewal fee must be paid in addition to the examination fee. The exam must be administered by August 29. Certificate Number: _____

The non-refundable, non-transferable examination fee is \$50.00. 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 fee. All certificates must be renewed prior to the date appearing on the certificate to remain valid.

Please type or print the following information:

SOCIAL SECURITY NUMBER (REQUIRED): _____ - _____ - _____ **DATE OF BIRTH:** _____

FULL LEGAL NAME OF APPLICANT: _____
(Last) (First) (M.I.)

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

CITY: _____ STATE: _____ ZIP CODE: _____

HOME PHONE: () - _____ EMAIL: _____

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

DATE OF HIRE OR TRANSFER (REQUIRED): _____

PESTICIDE BUSINESS LICENSE NO.: _____ BUSINESS PHONE NO.: () - _____

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

CITY: _____ STATE: _____ ZIP CODE: _____

I certify by signing below that I am the person applying for certification and that I have received at least 40 hours of training in the skills necessary to properly apply pesticides in the performance of my job, and I agree to abide by all the laws and regulations governing pesticide usage.

Signature of Applicant: _____

Date: _____

FOR DEPARTMENT USE ONLY Certificate No.: _____ Date Keyed: _____ Keyed By: _____

APPLICATION FEE: \$50.00
VDACS ACCT. 756-09-02437
VDACS-07212-B 07/18

INSTRUCTIONS FOR COMPLETING REGISTERED TECHNICIAN CERTIFICATION PROCESS

1. Return the completed application with payment. (Government employees are fee- exempt). Upon agency review and approval, you will be sent a Notice of Authorization to take the certification exam.
2. Individuals must take the exam within 90 days of being hired or transferred into a position where duties and functions involve the commercial use of pesticides. *Individuals failing to take and pass the exam within 90 days of the initial examination may not apply pesticides commercially, even under the direct on site supervision, until they reapply, following the procedures outlined in 2VAC5-685-20 and pass the examination.*
3. After receiving a Notice of Authorization, report to an approved VDACS or DMV testing location to take the written examination, a 50 question multiple choice test. 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. If you pass the Registered Technician examination, the Office of Pesticide Services (OPS) will notify you, and send you your certificate, generally within 10 work days. If you take and pass your exam at one of the DMV Customer Service Centers, you will be issued a temporary certificate which is good for seven days. Your permanent certificate will be mailed to you by OPS within seven days.

Upon certification, Registered Technicians may apply general-use pesticides unsupervised and restricted-use pesticides only under the direct supervision of a Certified Commercial Applicator.