



State of Wisconsin
Governor Scott Walker

Department of Agriculture, Trade and Consumer Protection
Ben Brancel, Secretary

DATE: October 1, 2016
TO: Wisconsin Pesticide Dealers and Distributors
FROM: Mike Murray, Program Manager, Pesticide Certification and Licensing
SUBJECT: **Pesticide Dealer/Distributor Reporting Requirements**

Enclosed are your Pesticide Dealer/Distributor Reporting Forms. Each business site holding a Wisconsin Restricted-Use Pesticide Dealer/Distributor license must complete this report. The information can be provided on a computer printout; however, the same information on the reporting forms must be provided for each pesticide supplier and for each pesticide you distributed. Data provided is used to ensure that pesticide producers are paying the proper registration fees, and that firms distributing pesticides are properly licensed.

Form 1: PESTICIDE SUPPLIERS

- Provide the name and address of each pesticide manufacturer, distributor or dealer from whom you received pesticides that you distributed. Include parent or sister companies if you received products from them. Do not include a supplier if you returned the entire amount of product delivered to you.
- The product and quantity information for all suppliers is combined and reported on Form 2.

Form 2: PESTICIDE PRODUCTS DISTRIBUTED FOR USE IN WISCONSIN

You are required to report:

- Pesticides that you distributed to end-users for use in Wisconsin from October 1, 2015 to September 30, 2016.
- Distribution of both general-use and restricted-use pesticides
- Pesticides you custom applied for customers, unless the customer purchased the pesticide from someone else.

Do not report pesticides that were:

- Distributed for use outside of Wisconsin.
- Sold or transferred to a licensed dealer/distributor.
- Returned to your supplier, or remain in your inventory.

Your business is required to keep restricted-use pesticide sales records. However, you do not need to report to whom you sold or distributed the pesticide, nor the amount sold or distributed to that person.

Complete and return this form by November 15, 2016. If you have questions or concerns call (608) 224-4551.

Agriculture generates \$88 billion for Wisconsin

2811 Agriculture Drive • PO Box 8911 • Madison, WI 53708-8911 • Wisconsin.gov

An equal opportunity employer



Wisconsin Department of Agriculture, Trade & Consumer Protection
 Division of Agricultural Resource Management
 Bureau of Agrichemical Management
 PO Box 8911
 Madison WI 53708-8911
 Phone: (608) 224-4551

Pesticide Dealer/Distributor Reporting Requirements for October 1, 2015 to September 30, 2016 (ATCP 29.15(9), Wis. Admin. Code)

Premise I.D. # «Lic»

Return this report before November 15, 2016

Mailing Address:

Reporting Form for:

«Legal_Name»

«Legal_Name»

«MailAddr»

«PremAddress»

«MailCsz»

«PremCSZ»

(Make any needed corrections to above name and address)

Under section ATCP 29.15(9), Wis. Admin. Code, every distributor and retail dealer of restricted-use pesticides must report the name and address of each person from whom the distributor or retail dealer **purchased** any pesticide and the amount of each pesticide **distributed** to an end-user for use in Wisconsin. The reporting period begins on October 1, 2015, and ends on September 30, 2016.

Enclosed you will find the forms to report this information. Use Form 1 to report your pesticide suppliers. Use Form 2 to report your **sales** of pesticides to end-users for use in Wisconsin.

You must complete Forms 1 and 2 in full. Please print or type all information. If you require additional space for reporting, you may either contact the Department for additional forms or photocopy the appropriate form. If you have any questions about the reporting requirements, you may call Mike Murray at (608) 224-4551.

You must complete and return the forms by November 15, 2016. Please mail to: Wisconsin Department of Agriculture, Trade and Consumer Protection, Division of Agricultural Resource Management, Pesticide Certification and Licensing Program, PO Box 8911, Madison WI 53708-8911.

The Department may withhold from public access any "trade secret." "Trade secret" means information, including a formula, pattern, compilation, program, device, method, technique or process to which all of the following apply:

1. The information derives independent economic value, actual or potential, from not being generally known, and is not being readily ascertainable by proper means by other persons who can obtain economic value from its disclosure or use.
2. The information is subject of efforts to maintain its secrecy that are reasonable under the circumstances (sec. 134.90(1)(c), Wis. Stats.).

If you believe the information you provide in this record meets the definition of trade secret, check this box

I hereby certify that the attached forms are a true and accurate report:

NAME & TITLE (Print or Type)	DATE
SIGNATURE	TELEPHONE ()

(over)

