

HOW TO COMPLY: Important Regulatory Requirements for Wisconsin Christmas Tree Producers

Annual License

If your business plans to grow AND sell more than \$250 in Christmas trees during the year, you need an annual Christmas tree grower license from DATCP.

Apply for or renew a license using MyDATCP.gov: <https://mydatcp.wi.gov>.

CHRISTMAS TREE GROWER LICENSE FEES Based on gross annual SALES of Christmas trees you produced

Gross Annual Sales = License Fee

\$251 to \$5,000 = \$20

\$5,001 to \$20,000 = \$55

\$20,001 to \$100,000 = \$90

\$100,001 to \$200,000 = \$150

\$200,001 to \$500,000 = \$250

\$500,001 to \$2,000,000 = \$450

>= \$2,000,001 = \$900

Certification

Christmas trees are considered a regulated article for several plant pests, and are subject to state and federal quarantine requirements. To determine different states' requirements, visit www.nationalplantboard.org. Certificate options for shipping Christmas trees out of Wisconsin are:

Plant Health Certificate (PHC): Issued by DATCP following inspection, \$50 fee, valid for one year and is reproducible. Include copy of certificate with each shipment. Apply using Christmas tree license application or contact: (608) 224-4574, ian.gallo@wisconsin.gov.

State Phytosanitary Certificate: Issued by DATCP following inspection, \$50 fee, may only be used for one shipment. Include certificate with shipment. Apply for state phytos online at [USDA APHIS Application Access - Home to PCIT](#), or contact: (608) 224-4596, greg.helmbrecht@wisconsin.gov.

Compliance Agreements (CAs)

Compliance agreements are required to export Christmas trees or regulated material out of the spongy moth quarantine or import plant material originating from an area with Elongate Hemlock Scale (EHS). Compliance agreements are valid for one year and must be renewed annually. There is no fee. Growers must keep records of compliance agreements for 36 months. The most common compliance agreements needed by Christmas tree producers are:

State Spongy Moth CA: **REQUIRED** if you ship cut Christmas trees from a spongy moth quarantined county in WI to a non-quarantined county in western WI <https://plantpests.wi.gov>. **Note:** A Federal Spongy Moth CA supersedes a State CA; if you have a Federal Spongy Moth CA, a State CA is not required.

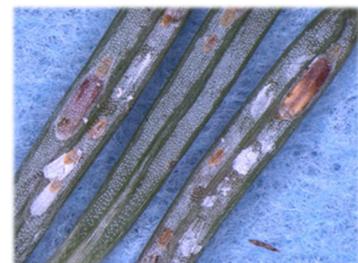
Federal Spongy Moth CA: **REQUIRED** if you ship cut Christmas trees, boughs, wreaths or roping material out of Wisconsin and outside of the federal spongy moth quarantine. Provide USDA stamp, showing your CA number, in hard copy or electronic format with each shipment.

[USDA APHIS | Federal Spongy Moth Quarantine](#)

State Elongate Hemlock Scale (EHS) CA: Growers who import conifer seedlings, Christmas trees, wreaths or cut material from EHS infested states need a DATCP compliance agreement prior to receiving these shipments. **Note:** If a compliance agreement is not signed, a certificate, such as a state phytosanitary certificate, or certificate of quarantine compliance, must be included with each shipment entering Wisconsin.



Spongy Moth Egg Mass
Photo: Bill McNee, WI DNR



Elongate Hemlock Scale
Photo: DATCP

Field Inspection

Field inspections are completed September through November, with growers shipping out of state being the first priority.

If spongy moth life stages are observed in or around fields scheduled for interstate shipment, the impacted field will be subject to shipping restrictions. Detailed restrictions will be provided to the producer, from the Christmas tree program coordinator.

For Awareness

Compliance with these key licensing and plant pest regulations will provide your business with the greatest opportunity for success during the busy fall harvest and holiday sales season.

- Unlicensed growers may have an **Order Prohibiting Sale or Movement** placed on trees, prohibiting sales or movement of trees from the field. All fields that will be harvested need to be included on the license to ensure inspection and proper documentation. **Growers are required to notify DATCP of any additional fields added after license renewal and prior to harvesting. Failure to disclose all locations could result in a violation of Compliance Agreements and/or nullify any certification.**
- Remember your *Wisconsin* certificate or compliance agreement only applies to your trees grown in *Wisconsin*. **Comingling your Wisconsin grown trees with Christmas trees sourced in other states nullifies your PHC or state phytosanitary certificate.** Shipments destined for other states may be inspected by state regulatory officials in those states; without proper documentation, trees can be held or rejected prior to reaching their final destination, resulting in negative financial consequences to the grower.
- Growers who import conifer materials such as cut Christmas trees or boughs found to be infested with live regulated pests upon official inspection will be issued a **Pest Abatement Order** requiring removal or destruction of infested materials. Work with suppliers proactively, well in advance of the holiday season, to source pest free conifer materials.

Contact Information

DATCP

Christmas Tree Program Coordinator

Brooke Sanneh

608-235-7861 (c), Brooke.Sanneh@Wisconsin.gov

Forest Pests Program Coordinator – issues State Compliance Agreements

Meg Sanders

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Regulatory Specialist – issues annual licenses

Ian Gallo

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Christmas Tree Field Inspectors

[DATCP Home Nursery and Christmas Tree Inspections \(wi.gov\)](http://www.datcp.wisconsin.gov/home-nursery-and-christmas-tree-inspections)

USDA APHIS PPQ

Plant Health Safe-Guarding Inspectors

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