1. **Reregistration of pesticide products expiring December 31** - Review the information listed on the renewal summary form. **All pages** of the renewal summary form must be returned by December 31 if you wish to avoid paying a late penalty.

2. **Identifying Products for Reregistration** - Products which are not to be reregistered must be identified clearly on the Renewal Summary. Put a dash to the left of the 10 digit Indiana registration number of any product which you do not plan to reregister.

3. **Fee Calculation** - Determine the number of products to be renewed and multiply that number by $170.00. If the registration will not be received in the Indiana State Chemist Office by December 31, you will need to add the penalty of $170.00 per product.

4. **Labels** - Labels for currently registered products should **ONLY** be submitted if changes have been made since your last submission. Labels should be sent separately from the renewal summary. Indiana does not accept labels on CD or by email. You may send a hard copy or submit them as a text-searchable PDF through our electronic portal ALSTAR. [http://ppis.ceris.purdue.edu/alstar.htm](http://ppis.ceris.purdue.edu/alstar.htm)

5. **Mailing** - Avoid late penalties by mailing your completed Renewal Summary and fees early in December. It is recommended that you mail no later than December 10th.


**APPLICATION FOR NEW PESTICIDE REGISTRATION IS AVAILABLE AT:**

INDIANA - NEW PESTICIDE PRODUCT REGISTRATIONS
Pesticide products or devices distributed or offered for sale in Indiana must be registered annually.

Applications that have not been completed according to these instructions cannot be processed and will be rejected. Pesticide products not in compliance with the Indiana Pesticide Registration Law are subject to immediate STOP SALE and/or seizure.

GENERAL INFORMATION

Registration Fees - The annual fee is $170.00 per product. Make all checks payable to Indiana State Chemist. Late fee is 100% - $170.00 per product.

Registration Term - Pesticide registration is on a calendar year. All registrations expire December 31 of the registration year.

SPECIFIC INSTRUCTIONS

1. **REGISTRANT** - Pesticide products are registered to the registrant name as it appears on the label. Product labels with different registrant names are considered different products and must be registered as such.

2. **SUBMITTER** - If correspondence concerning registration issues should not be addressed to the registrant name and address as it appears on the label, then provide an alternate address (e.g. agent or consultant) to which correspondence may be addressed.

3. **NAME & TITLE** - Type or print the name and title of the individual submitting the Application for New Indiana Pesticide Registration and to whom all regulatory correspondence should be addressed.

4. **SIGNATURE & DATE** - Sign and date the Application for New Indiana Pesticide Registration and submit in duplicate.

5. **LABELS** - Enclose with the Application for New Indiana Pesticide Registration, a copy of the label, labeling, advertising and other printed, written or graphic material for each new pesticide product. Indiana does not accept label submissions on compact disc or by email. Labels may be submitted as text-searchable PDF files through our electronic portal ALSTAR. http://ppis.ceris.purdue.edu/alstar.htm

6. **EPA REGISTRATION NUMBER** - List the EPA Registration Number and complete brand and product name on the application form. List new products in ascending EPA Registration Number order.

7. **FEE CLACULATION** - Determine the total number of new products to be registered and multiply by the annual fee of $170.00 per product. Make all checks payable to Indiana State Chemist.

8. **DEVICES & FIFRA 25(b) PRODUCTS** - To facilitate the processing of registrations for pesticidal devices and FIFRA 25(b) pesticides, please submit these separately from regular EPA registered products on a separate Application for New Indiana Pesticide Registration.

9. **MAILING** - Mail the Application for New Indiana Pesticide Registration with labels and your check payable to Indiana State Chemist. Mail to the address on the application form. Mail separately from any reregistration submission.