

Colorado Department of Agriculture
Division of Plant Industry
700 Kipling Street, Suite 4000
Lakewood, Colorado 80215-8000
(303) 239-4181

RECORD-KEEPING REQUIREMENTS FOR STATE AND FEDERAL RUPS:

1. Records must be kept for distribution of federal or state RUPs to any person.
2. Records must be kept for two years.
3. The following items must be recorded for each transaction:
 - a. Name and address of customer
 - b. Either:
 - customer's pesticide certification number, the issuing state, expiration date and appropriate licensure categories or,
 - if sold to another dealer, the pesticide dealer license number
 - c. Pesticide product name
 - d. Pesticide EPA registration number
 - (and/or 24(c) number, if applicable)
 - e. Quantity of pesticide
 - f. Date of transaction

DEALER RESPONSIBILITIES FOR PESTICIDES TO BE USED UNDER A SECTION 18 EMERGENCY EXEMPTION:

For most section 18 emergency exemptions, any dealer who sells pesticides to an end-user for a use allowed under a section 18 emergency exemption also must be licensed by CDA as a Colorado Restricted Use Pesticide Dealer. Dealer requirements for sales of pesticides to an applicator for a section 18 use include the following:

- Dealer must make sure the customer has both a commercial/private applicator license and the appropriate section 18 permit from CDA prior to purchase.
- Dealer must record the same information as specified above for RUPs.
- Dealer must record **both** the section 18 permit number and the applicator's license number.
- Dealer must provide the section 18 use directions provided by the distributor to the end-user.

If you have trouble opening the license application document, please contact Barbara Bliss at 303-239-4181 to obtain a copy of the license application via email or U.S. Mail.