

**MAINTENANCE GARDENER  
PEST CONTROL BUSINESS  
2024 REGISTRATION INFORMATION**

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**MAINTENANCE GARDENERS AND LANDSCAPE CONTRACTORS**

Section 11732 of the Food and Agricultural Code requires that any person who wishes to advertise, solicit, or perform pest control, must first register annually in each county in which he/she plans to work. This requirement applies also to Maintenance Gardeners and Landscape Contractors who perform pest control *incidental* to their routine landscape maintenance activities, including chemical weed control.

**REGISTRATION PROCESS**

Registration for 2024 begins on December 1, 2023. You may register by mailing in your registration.

**Please submit the following forms (Registrations with incomplete or missing forms will not be processed):**

- A Completed 2024 Agricultural Pest Control Business Annual Registration Application. If you prefer to obtain a fillable form, you can find it at <https://acwm.lacounty.gov/pest-control-operators/>. Fill it out, print it, have it signed and mail it in with the appropriate fee.
- Legible (front and back) copy of your 2024 Qualified Applicator Certificate (QAC) or Qualified Applicator License (QAL) in Landscape Maintenance, Category (B) or Maintenance Gardener, Category (Q).
- A copy of your 2024 Agricultural Pest Control Business License – Maintenance Gardener ("DPR business license" the one that says "California Department of Pesticide Regulation" on top of it.) for our records.

**Mail completed application, copy of QAC, copy of the DPR license and required fee to the Agricultural Commissioner's Office located at 12300 Lower Azusa Road, Arcadia, CA 91006.**

Your certificate will be mailed to you once the renewal/registration process has been completed.

**It is a violation to perform pest control work in Los Angeles County without first registering with the County Agricultural Commissioner.**

**FEE**

**A registration fee of \$25.00 is required for Maintenance Gardeners/Pest Control Business. An additional late fee of \$5.00 will be applied to all registrations received after January 31, 2024. Registrations will not be processed if not accompanied by the required fee.**

**Make check or money order payable to "LA County ACWM". Do not send cash.**

**OVER** 

## Monthly Summary Pesticide Use Reports (MSPUR)

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Pesticide applications must be reported each month on a MSPUR.

- If no pesticides are used during a month, a 'Negative' or 'No Pesticides Used' report is required.
- Submit original reports only. Duplicate copies are not necessary.
- Reports are to be submitted by the 10<sup>th</sup> day of the month following the month of application.

Branch offices are required to send in separate monthly use reports. The company's branch office number, not the individual's license number, must be used. This is necessary to give credit for that branch office.

Send all reports to:


Los Angeles County Agricultural Commissioner/ Weights & Measures  
12300 Lower Azusa Road  
Arcadia, CA 91006-5872



CalAgPermits is a web-based (online) statewide permitting and pesticide reporting system that has been implemented in County offices. The program is sponsored by the California Agricultural Commissioners and Sealers Association (CACASA), along with California Department of Pesticide Regulation (CDPR). This online reporting system allows you to:

- View historic use reports
- Manage and enter pesticide usage and submit reports online.

Email: Jennifer Vo [JVo@acwm.lacounty.gov](mailto:JVo@acwm.lacounty.gov) or Ashley Alfaro [AAlfaro@acwm.lacounty.gov](mailto:AAlfaro@acwm.lacounty.gov) for Username and Password or call (626) 575-5466.

The Department of Pesticide Regulation  has the Pesticide Safety Information Safety (PSIS) leaflets available online. Please go to: [www.cdpr.ca.gov/dprnews.htm](http://www.cdpr.ca.gov/dprnews.htm). They are available in English, Spanish, Punjabi and Hmong at [www.cdpr.ca.gov/docs/whs/psisenglish.htm](http://www.cdpr.ca.gov/docs/whs/psisenglish.htm). It is important that you update your training materials and post the Safety Rules for Pesticide Handlers in Non-Agricultural settings (N-8) with completed emergency information.