



# Fertilizer Sales, Blending and Storage Licensing Guide

The Kansas Department of Agriculture is devoted to the total support of agriculture in Kansas. While we must fulfill our statutory obligations, the department is dedicated to providing support and assistance to make Kansas farms, ranches and agribusinesses successful and help them grow if that is their desire. We also encourage more farms, ranches and other agriculture business to expand in or relocate to Kansas. This checklist will help guide you through various resources and requirements for opening and operating a typical Kansas fertilizer business. In addition to license requirements by the Kansas Department of Agriculture, other Kansas agencies as well as local or federal government agencies may have regulatory requirements to follow. Contact your local planning authority to ensure you follow all local business development laws, rules, regulations and guidelines. This guide is designed to assist you as you work to build and operate a successful fertilizer business in Kansas.

✓	Department	Description	Renewal
	Kansas Small Business Development Center (KSBDC)*	The <a href="#">KSBDC</a> is a network of service centers located throughout Kansas offering business consulting to small businesses. Call 800-452-6727 for more information.	Prior to starting
	Office of the Secretary of State	Complete the appropriate business entity <a href="#">filings and forms</a> required by the Kansas Secretary of State. Call 785-296-4564 for more information.	Prior to starting
	Department of Revenue	Visit the Department of Revenue website to find important <a href="#">business tax information</a> . Call 785-368-8222 for more information.	Prior to starting
	Department of Agriculture, Pesticide & Fertilizer	All fertilizers sold must be registered. To register a fertilizer product, review the <a href="#">Fertilizer Product Instructions</a> and complete the <a href="#">Fertilizer Product Registration</a> .  Bulk fertilizer facilities, including liquid and dry fertilizer, may need secondary containment and load pads depending on the amount of fertilizer handled. Consult the flow-charts on the <a href="#">Secondary Containment</a> webpage to determine if secondary containment is required. If secondary containment is required, complete the <a href="#">Secondary Containment Application</a> . Anhydrous ammonia storage must be inspected and receive a sticker annually.  A <a href="#">Fertilizer Blender License</a> is required for anyone who blends only registered commercial fertilizers at the request and according to specifications furnished by the customer or purchaser.  For more information on any of these areas, review the <a href="#">Pesticide &amp; Fertilizer Program</a> webpage, or call 785-564-6688.	Prior to starting, July 1 Renewal — Prior to construction, Annual renewal for anhydrous — Prior to starting, January 1 Renewal —
	Department of Agriculture, Weights and Measures	No license is needed from Weights and Measures, but a fertilizer business with scales must hire a <a href="#">licensed service company</a> to test the scales once annually if the scales are utilized for any commercial transaction. Visit the <a href="#">Weights &amp; Measures</a> website for more information, or call 785-564-6681.	Annual service
	Department of Health and Environment, Bureau of Water, Industrial Program Section	An <a href="#">NPDES Construction Stormwater Permit</a> is required only if one or more acres are disturbed during construction. The permit is required prior to the start of soil disturbing activities. Visit the <a href="#">KDHE Industrial Programs</a> website, or call 785-296-5549 for more information.	Prior to construction
	Department of Health and Environment, Bureau of Water, Public Water Supply & Geology Sections	If the facility will not utilize a municipal public water supply or rural water supply as the source of drinking water and the facility will serve 25 people or more per day, 60 or more days per year, it will be considered a public water supply subject to State/Federal drinking water requirements. Contact the <a href="#">KDHE Public Water Supply Section</a> at 785-296-5514. Water wells shall be constructed by Kansas-licensed water well contractors. There are special construction requirements for water wells serving public water supplies. Contact the <a href="#">KDHE Geology Section</a> at 785-296-5560 for more information.	Prior to construction
	Department of Health and Environment, Bureau of Water, Municipal Program Section	If the facility will employ an on-site wastewater treatment system rather than utilize a municipal sanitary sewer for handling and disposal of sewage from the facility, contact the <a href="#">KDHE Municipal Program Section</a> at 785-296-5527 for construction and permitting requirements.	Prior to construction



# Fertilizer Sales, Blending and Storage Licensing Guide

✓	Department	Description	Renewal
	Department of Health and Environment, Bureau of Environmental Remediation, Storage Tank Section	Entities operating their own fuel tanks may be required to registered with KDHE. Review information about <a href="#">aboveground storage tanks (AST)</a> and <a href="#">underground storage tanks (UST)</a> . Review the <a href="#">KDHE Storage Tank Section</a> website for further information, or call 785-296-1678 for permitting information.  *The <a href="#">Kansas Small Business Environmental Assistance Program (SBEAP)</a> has <a href="#">AST program highlights and registration requirements</a> in addition to <a href="#">assistance with UST inventory control</a> .	Prior to installing tanks, Annual Renewal August 1
	Department of Health and Environment, Bureau of Air	Equipment such as conveyors, hoppers, blending tanks, etc. may require a permit from the <a href="#">KDHE Bureau of Air</a> . Call 785-296-1570 for additional information.	Prior to starting

Kansas Department of Agriculture  
1320 Research Park Drive  
Manhattan, KS 66502  
Phone: (785) 564-6700  
Email: [ksag@kda.ks.gov](mailto:ksag@kda.ks.gov)  
Website: <http://agriculture.ks.gov>

*This guide is for informational purposes only. It is not intended to be an exhaustive list of requirements for operating a Kansas agribusiness entity. Please contact the appropriate agencies or organizations for specific requirements applicable to your business.*

*\* Indicates that the information listed is merely a useful resource and not a requirement for operating the business*

Updated 9/21/2015