



# Pesticide Applicator, Sales & Business Licensing Guide

The Kansas Department of Agriculture (KDA) 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 businesses 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 pesticide business. In addition to license requirements by KDA, 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 pesticide business in Kansas.

✓	Department	Description	Renewal
	Office of the Secretary of State <a href="https://sos.ks.gov/">https://sos.ks.gov/</a>	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 <a href="http://www.ksrevenue.gov">www.ksrevenue.gov</a>	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 and Fertilizer <a href="http://www.agriculture.ks.gov">www.agriculture.ks.gov</a>	<p>Any person or business that applies pesticides is required to become licensed as a pesticide business by completing the <a href="#">Pesticide Business License</a> application. Any person that applies pesticides commercially is required to obtain commercial pesticide applicator certification or work under the supervision of a certified applicator at the business. Consult the <a href="#">Pesticide Applicator</a> webpage for certification exam dates.</p> <p>Non-commercial pesticide application for agricultural use requires obtaining a Private Certified Pesticide Applicator certification by passing an open-book exam.</p> <p>Every pesticide business that applies pesticides for the control of wood-destroying (7A), structural (7E), ornamental (3A), turf (3B) or interior landscape (3C) pests and also employs uncertified applicators/technicians is required to have a registered technician training program. Complete instructions can be found at the <a href="#">Pesticide Applicator</a> webpage.</p> <p>Pesticide dealers, those who sell pesticide products, are required to register. Licensed pesticide businesses that only apply pesticides do not need to register as a pesticide dealer. A licensed pesticide business that sells pesticide product without applying the product is required to have a pesticide dealer license. Details about pesticide dealer registration can be found at the <a href="#">Pesticide Dealer</a> website.</p> <p>Secondary containment is required for all facilities where bulk pesticides are stored in excess of 1,000 gallons of liquid or 3,000 pounds of dry pesticides in any 365-day period. Approval for secondary containment must be obtained by completion of a <a href="#">Pesticide Secondary Containment Application</a>.</p> <p>For a complete list of requirements for all of these areas, review the <a href="#">Pesticide and Fertilizer Program</a> webpage or call (785) 564-6688.</p>	<p>Prior to starting,</p> <p>—</p> <p>Prior to applying pesticide</p> <p>—</p> <p>Prior to starting, Annual renewal July 1</p> <p>—</p> <p>Prior to construction</p>
	Department of Agriculture — Weights and Measures <a href="http://www.agriculture.ks.gov">www.agriculture.ks.gov</a>	<p>No license is needed from Weights and Measures. Any business with a weighing or measuring device (e.g. scales, fertilizer meters, oil meters, measuring tapes, electric car chargers, taxi meters, etc.) must hire a <a href="#">licensed service company</a> to inspect and test devices once annually, and any time additional maintenance, repairs, adjustments and calibrations are made throughout the year if the devices are used to determine the cost of any transaction.</p> <p>Examples include scales at grocery stores, yogurt shops, restaurants, hardware stores, nurseries, seed dealers, etc. Examples of meters include meters used at a car service center to add oil to your engine, fertilizer meters at agronomy centers, water meters in grocery stores for sale of bottled water, etc. For more information, visit the <a href="#">Weights and Measures Program</a> webpage or call (785) 564-6681.</p>	Annual service



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	Department of Health and Environment — Bureau of Environmental Remediation, Storage Tank Section <a href="http://www.kdheks.gov">www.kdheks.gov</a>	Entities operating their own fuel tanks may be required to register with the Kansas Department of Health and Environment (KDHE). Review information about aboveground storage tanks (AST) and underground storage tanks (UST). 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</a> (SBEAP) has AST program highlights and registration requirements in addition to assistance with UST inventory control.	Prior to installing tanks,  Annual renewal August 1
	Department of Health and Environment — Bureau of Water, Industrial Program Section <a href="http://www.kdheks.gov">www.kdheks.gov</a>	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 (construction). For more information, visit the <a href="#">KDHE Industrial Programs</a> website or call (785) 296-5549. National Pollutant Discharge Elimination System Pesticide General Permits are required for the application of pesticides to, over or near waters of the United States for the purpose of pest control. For more information, review the <a href="#">KDHE Pesticide General Permit</a> website or call (785) 296-5551.	Prior to construction ---  Prior to applying pesticide
	Department of Health and Environment — Bureau of Water, Public Water Supply and Geology & Well Technology Section <a href="http://www.kdheks.gov">www.kdheks.gov</a>	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. For more information, contact the <a href="#">KDHE Geology &amp; Well Technology Section</a> at (785) 296-7265 for more information.	Prior to construction
	Department of Health and Environment — Bureau of Water, Municipal Program Section <a href="http://www.kdheks.gov">www.kdheks.gov</a> <a href="http://kslepp.org">kslepp.org</a>	If the facility will employ an on-site wastewater treatment system for human wastewater 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
	Department of Health and Environment — Bureau of Air <a href="http://www.kdheks.gov">www.kdheks.gov</a>	<a href="#">Gasoline dispensing facilities</a> are subject to federal air regulation. A <a href="#">guidance document</a> is available to assist in determining regulatory requirements. Refer to the <a href="#">Standard Construction Permit/Approval for Gasoline Dispensing Facilities</a> if applicable. For more information, review the <a href="#">KDHE Bureau of Air</a> website or call (785) 296-6024.	Prior to dispensing fuel

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*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.*