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Mike Beam, Interim Secretary

Laura Kelly, Governor

Kansas Live Plant Dealer License Application

Who must have a Kansas live plant dealer license?

Any entity or person that grows live plants for sale or distribution, buys or obtain live plants for selling or distribution, establishes or moves live plants within Kansas to establish such live plants for others for compensation (such as landscapers and sod installers), or who gives live plants as a premium or for advertising purposes. See K.S.A. 2-2113 and K.S.A. 2-2120 for actual statutory language.

Live plants include any living plant, cultivated or wild, or any part thereof, that can be propagated, except for the following: 1) Field and forage crops; 2) seeds of any kind; 3) cut flowers and cut greenery not used for propagation; 4) fruits and vegetables used for food or feed.

All live plant dealers must complete Sections I - IV.

All live plant dealers requesting a certificate of inspection must complete Section V.

I. Please provide all information requested

Legal Name of live plant dealer: _____

DBA (Doing Business As) Name, if applicable: _____

Mailing Address: _____

City: _____ State: _____ ZIP Code: _____ Phone: _____

E-mail address: _____ FEIN (Federal Employer ID No): _____

II. Locations from which live plants will be sold or distributed.

List all locations from which live plants will be grown, sold, distributed or held. Each location must have its own license, but each location may have multiple dealer types. Growing locations within 1 mile of each other may be licensed under one location. Attach additional sheets if necessary.

Location Name	Address	City, State, ZIP	Phone	Dealer Type
				<input type="checkbox"/> Garden Center or Florist <input type="checkbox"/> Greenhouse <input type="checkbox"/> Sod <input type="checkbox"/> Landscaper <input type="checkbox"/> Nursery
				<input type="checkbox"/> Garden Center or Florist <input type="checkbox"/> Greenhouse <input type="checkbox"/> Sod <input type="checkbox"/> Landscaper <input type="checkbox"/> Nursery
				<input type="checkbox"/> Garden Center or Florist <input type="checkbox"/> Greenhouse <input type="checkbox"/> Sod <input type="checkbox"/> Landscaper <input type="checkbox"/> Nursery

For Office Use Only

Date received by PPWC: _____ Request routed to: _____ Date routed: _____

List your live plant sources/suppliers. *Do not include hard goods or seed suppliers.* Attach additional sheets if necessary.

Source Name	Address	City, State, ZIP	Phone

← **Check this box if you grow Barberry or Mahonia from seed.**

III. License Fee

Exemptions from the live plant dealer license: If a live plant dealer does not import live plants into Kansas, export live plants from Kansas, and collects less than \$10,000 annually in gross receipts, such live plant dealer may be exempt from the licensing requirements. Live plant dealers seeking to claim the exemption must submit this application and apply for the exemption annually. License exempted dealers are still subject to all quarantines and the regulated non-quarantine pest freedom standards.

To claim the license exemption, please complete Sections I – IV, check the box below and submit application.

← **Check this box to request the live plant dealer license exemption.**

The fee for a live plant dealer license is \$80 for each business location, including farmers’ markets and other temporary locations where live plants are sold by a live plant dealer. An additional \$5 fee is assessed for each business location for the plant pest emergency response fund. No payment is required if you are applying for the license exemption.

Please calculate your costs by multiplying total locations by the license fee.

	Standard	License Exempt
Live plant dealer license fee for each location	\$80	\$ 0
Emergency pest response fee for each location	+ \$ 5	+ \$ 0
Total License Fee	\$85	\$ 0

Total number of locations to be licensed _____ x \$ _____ license fee = \$ _____ total cost.

You must send your payment with this application.
Make your check or money order payable to: Kansas Department of Agriculture.

Submit application/payment to: Kansas Department of Agriculture, 1320 Research Park Drive, Manhattan, KS 65502

IV. Signature

By signing and submitting this application, I agree to submit the appropriate fee and comply with the provisions of the Kansas Plant Pest and Agriculture Commodity Certification Act (K.S.A. 2-2112 *et seq.*) and supporting regulations. I certify that all information provided in this application is true and correct.

 Applicant Signature

 Date

 Printed Applicant Name

 Title

V. Live Plant Inspections

PLEASE NOTE: A Kansas live plant dealer license does not certify your live plants for export to other states. Growers who wish to export plants to other states must obtain a Certificate of Inspection.

← ***Check this box and complete this section if you plan to ship live plants to another state or want live plants officially inspected.***

Please list all locations where live plants, nursery stock, or other plants are to be inspected. Please provide detailed information for all sites, i.e., the field designation or name, legal description and/or address, accurate directions and/or maps showing the location of the field. Please include estimated square footage or acreage for each site. Use additional sheets if necessary.

Please list all states where you plan to ship live plants. Each state regulates specific plant pests that your inspector will need to look for when inspecting your plants.

Inspection and Certification Fees for Export

Inspection fee: \$30 per hour for onsite and travel time plus mileage
Certification fee: \$20 for domestic shipments and \$50 for international shipments

Send payment only for licenses requested with this form. You will be billed separately for requested inspections.