The WSDA is not equipped to accept international payments. Please submit payment from a US Bank or through a US Agent.

SAW Setup Instructions

Please note that Secure Access Washington (SAW) is based on individual email addresses and is based on authorization granted to contacts within the WSDA database for Fertilizer Registration and Tonnage Reporting. If your contact list on file with WSDA Registration Services is out-of-date, individuals who should not have authorization might have permissions. And individuals who should have authorization might not have permissions. If you need to make any changes to your company contacts, please contact Registration Services Customer Service at fertreg@agr.wa.gov to update your contacts' authorizations.**

1. Click on the following link to access Secure Access Washington (SAW): Secure Access Washington Site
2. Select the "Sign Up!" option
3. Enter required signup information
4. Click "Create my account"
5. Check the email address you entered in the signup information page for an account activation email (from secureaccess@cts.wa.gov)
6. Please note your username listed in the email, then click on the link following*: "To activate your account, please click:"*
7. Your account will then be activated. Click on "Login"
8. From the main SAW page, click on "Add A New Service"
9. Select "I would like to browse a list of services by agency" then select "Department of Agriculture"
10. Click on the "Apply" button for the service titled "Washington Agriculture Licensing, Tonnage, and Registration System (WALTR)"
11. This will complete your registration process. You may click on the "Ok" button to return to the SAW home page.
12. To access WALTR, on the SAW home page, click on "Access Now" for WALTR.
13. A screen will pop up that has the WSDA Logo indicating you are "Now Accessing" WALTR. Click the CONTINUE button.
14. On the next screen enter the Verification Code that was sent to the email associated with the account. Please Note: If you do not receive the Verification Code email, please check your Junk and/or Spam folders.

*Every login will require the entry of a unique security code that will be sent to the email address associated with the account. If not entered within the allotted 5-minute time limit, resending a new code will be required. **Each time a security code is entered, the SAW WALTR account will reset prioritizing the newest user. Multiple users attempting to share a single SAW login will not be able to access the system at the same time.***