



STATE OF WASHINGTON

## DEPARTMENT OF AGRICULTURE

P.O. Box 42560 • Olympia, Washington 98504-2560 • <http://agr.wa.gov> • (360) 902-1800

### **KRS On-Line Renewal Option Available for Washington**

The Washington State Department of Agriculture (WSDA) allows registrants the ability to renew their currently registered products online using the Kelly Registration Systems (KRS). A convenience fee for each pesticide product is charged by KRS to use this service. KRS will send the Application for Re-Registration of Pesticides and fee (\$390/product) to WSDA on behalf of those companies who choose to use the KRS e-Renewal option.

#### **IMPORTANT NOTICE:**

#### **Corrections to the Application and Printout for Re-Registration | Re-Registering Supplemental Labels**

Registrants are responsible for ensuring that WSDA has the correct information on the Application for Re-Registration of Pesticides and the Pesticide Re-Registration Printout. Currently, the KRS online system does not offer registrants the option of submitting changes when the company contact, email address, company name, product name, ingredients, or label ID are not correct. If your company has federal supplemental labels, then you must complete the Re-Registration Printout you received from WSDA by checking either the “Re-Register” or “Cancel” box and submit the Printout directly to [pestreg@agr.wa.gov](mailto:pestreg@agr.wa.gov).

#### **Revised Labels**

Registrants must submit revised labels to WSDA directly. WSDA does not routinely review labels which are uploaded to KRS. WSDA prefers all revised labels be submitted in searchable PDF format at 300 dpi. Submit labels by email to [pesticidelabels@agr.wa.gov](mailto:pesticidelabels@agr.wa.gov). Please use the file naming conventions found at

<http://agr.wa.gov/PestFert/Pesticides/docs/PesticideElectronicDocumentSubmission.pdf>

Do not send a paper copy of a label to WSDA if you have submitted it electronically.

WSDA reserves the right to refuse invalid revised labels, which includes incomplete, unreadable, and/or identical to those already on file. To avoid this problem, registrants should:

- Access the KRS website at <http://www.kellysolutions.com/renewals>
- Review the list of products registered in Washington.

For more information, including the terms and conditions of the KRS On-Line e-Renewal option for Washington, please contact KRS at 1-800-803-5777 or by email at [Erenewals@kellyreg.com](mailto:Erenewals@kellyreg.com). For questions on registration contact the Washington State Department of Agriculture at 360-902-2030 or [pestreg@agr.wa.gov](mailto:pestreg@agr.wa.gov).

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