



Matthew Wood

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**The Pen Is Mightier  
Than The Memory!**

# Record Keeping and Notification Requirements in the New Rule

State of Vermont  
Agency of Agriculture, Food and Markets



Public Health & Agricultural Resource Management Division  
116 State Street,  
Montpelier VT, 05620  
802-828-2431

Vermont Regulation for Control of Pesticides  
Chapter 012  
Document: CVR 20-031-012

Effective [insert date]

**Effective February 24, 2023**

## 5.02 Standards of Operations

All applicators and licensed companies shall:

(j) provide the following information on a bill, invoice, or other written or electronic documentation to all customers or persons for which pesticide applications are exchanged for remuneration, **at the time of application**, unless otherwise specified in Section 6:

- (1) the common or trade name for each pesticide applied;
- (2) the EPA registration number for each pesticide applied;
- (3) the address and sites treated as indicated on the label;
- (4) the date and time of application
- (5) the amount of each pesticide applied;
- (6) the amount of total dilution used, if applicable;

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## 5.02 Standards of Operations

All applicators and licensed companies shall:

(j) provide the following information on a bill, invoice, or other written or electronic documentation to all customers or persons for which pesticide applications are exchanged for remuneration, **at the time of application**, unless otherwise specified in Section 6:

...

(7) the pest treated for;

(8) the name of the applicator;

(9) the certified applicator certificate number;

(10) the name, address, and telephone number of the applicator or company providing service;

(11) all information as required by the Worker Protection Standard; and

(12) post-application label safety precautions, if specified.

## 7.02 Turf-grass and Ornamental Application – Condominiums or Apartment Buildings

Excepting owner-occupied dwellings and in addition to complying with the requirements of Section 7.01, no outdoor application by a commercial or non-commercial applicator to turf-grass or ornamental plants shall be made on property of condominiums or apartment buildings without first meeting the following requirements:

## 7.02 Turf-grass and Ornamental Application – Condominiums or Apartment Buildings

- (a) Prior to any application under this section, the applicator or their employer shall provide a template form to the customer that contains:
- (1) the name, address, and telephone number of the applicator or company providing service; and
  - (2) text headings which include:
    - (A) the contact information of the property manager or owner; and
    - (B) the anticipated application date, time, common name of product or active ingredients; and general location.

# 7.02

# Turf-grass and Ornamental Application – Condominiums or Apartment Buildings

*Notice of Turfgrass or Ornamental Pesticide Application*  
**Residential Condominiums or Apartments**

Name, address and phone # of Certified Applicator / Company Making Application:


Anticipated Date and Time of Application:

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Pesticide Information:

Product Name or Active Ingredient:

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Areas to be treated:


Owner/Landlord Contact Information:


**Landlord: Provide this notice at least 24 hours and no more than seven days before the start of the pesticide application described above.**

*This notice is a requirement in the Vermont Rule for Control of Pesticides Section 7.02. (effective February 24, 2023)*

## 7.02 Turf-grass and Ornamental Application – Condominiums or Apartment Buildings

- (b) At least 24 hours, but no more than seven days before an application under this section, the **customer** shall complete and post, or cause to be completed and posted, the written notice provided in subsection 7.02(a) in a central area accessible to all occupants. Alternatively, the written notice may be made to occupants electronically such as by text message or email notifications.



## 7.02 Turf-grass and Ornamental Application – Condominiums or Apartment Buildings

- (c) At least 24 hours, but no more than 7 days before an application under this section, the **applicator or their employer** shall complete and post, or cause to be completed and posted, a written notice containing the information provided in subdivisions (1) and (2) of Section 7.02(a) in a central area accessible to all occupants. The written notice may be made to occupants electronically such as by text message or email notifications.

7.03

Indoor Application – Residential  
Dwelling Unit

Excepting owner-occupied dwellings and in addition to the requirements of Section 7.01, no application shall be made inside a residential dwelling unit not wholly owned by the occupant, owner, or landlord of the residential dwelling unit without first meeting the requirements of subsections (a) through (c) of this Section.

7.03

Indoor Application – Residential  
Dwelling Unit

(a) At least 24 hours and no more than seven days in advance of any private, commercial or noncommercial pesticide application made inside a residential dwelling unit not owned by the occupant, the owner or landlord of the residential dwelling unit shall complete and provide or cause to be provided a written notice to the occupant of the residential dwelling unit, where the occupant of that unit did not request the impending pesticide application.

## 7.03

# Indoor Application – Residential Dwelling Unit

- (b) The written notice may be mailed, sent electronically, or provided directly to the occupant and shall include:
- (1) the name of the certified applicator or company making the application;
  - (2) the anticipated date and time of application;
  - (3) product name and EPA registration number;
  - (3) the pests treated for; and
  - (4) the contact information of the owner or landlord for more information.

# 7.03

# Indoor Application – Residential Dwelling Unit

## *Notice of Indoor Pesticide Application* Residential Dwelling Unit

Name of Certified Applicator / Company Making Application:

Anticipated Date and Time of Application:

Pesticide Information:

Product Name:

EPA Reg. No.:

Pest Treated for:

Areas to be treated:

Owner/landlord contact information:

**Landlord: Provide this notice at least 24 hours and no more than seven days before the start of the pesticide application described above.**

*This notice is a requirement in the Vermont Rule for Control of Pesticides Section 7.03. (effective February 24, 2023)*

7.03

Indoor Application – Residential  
Dwelling Unit

- (c) Upon request by an occupant, the property owner or landlord shall provide any additional information requested relating to the application of pesticide.

## 7.03

# Indoor Application – Residential Dwelling Unit

- (d) The following are exempt from the requirements of Section 7.03(a):
- (1) Application of a pesticide by hand or with non-powered equipment to control or repel stinging insects when there is an urgent need to mitigate or eliminate a pest that threatens the health or safety of any person.
  - (2) Application of an antimicrobial product by hand or with non-powered equipment to interior or exterior surfaces and furnishings during the course of routine cleaning procedures.
  - (3) Application of any paint, stain or wood preservative that is not a State-restricted use product;
  - (4) Application of a pesticide by an occupant to their own unit.
  - (5) Commercial application of a pesticide where the occupant has contracted for application to their own unit.
  - (6) Indoor applications of a pesticide injected into closed systems for control of nuisance microbial organisms.

**Section 8. Maintenance of Records by Certified Applicators, Licensed Companies, Licensed Pesticide Dealers, and Pesticide Producing Establishments**



## 8.02 Requirements for Certified Commercial and Noncommercial Applicators

- (b) Routine operational records shall be maintained on a daily basis and shall contain:
- (1) name and address of the person for whom the pesticide was applied;
  - (2) pest treated for;
  - (3) location of the pesticide application;
  - (4) size of the area treated;
  - (5) crop, commodity, stored product, or site to which the pesticide was applied;

## 8.02

# Requirements for Certified Commercial and Noncommercial Applicators

- (b)
- (6) time and date of the pesticide application;
  - (7) brand name or product name of the pesticide applied;
  - (8) EPA registration number of the pesticide applied;
  - (9) total amount of the pesticide applied per location per application and
  - (10) name and certification number of the certified applicator that made or supervised the application, and, if applicable, the name of any noncertified applicator(s) that made the application under the direct supervision of the certified applicator.

# 8.02

# Requirements for Certified Commercial and Noncommercial Applicators

Vermont Pesticide Application Records - Commercial/Non-Comm Applicator

Date & Time of Application:	Product Name:	EPA Reg. No.:	Location:	Amount of Pesticide Applied:
Name & Address of Person Applied For:	Size of area treated:	Crop or site applied to:	Pest treated for:	
Name and Cert # of applicator:			Uncertified applicator(?):	
Date & Time of Application:	Product Name:	EPA Reg. No.:	Location:	Amount of Pesticide Applied:
Name & Address of Person Applied For:	Size of area treated:	Crop or site applied to:	Pest treated for:	
Name and Cert # of applicator:			Uncertified applicator(?):	
Date & Time of Application:	Product Name:	EPA Reg. No.:	Location:	Amount of Pesticide Applied:
Name & Address of Person Applied For:	Size of area treated:	Crop or site applied to:	Pest treated for:	
Name and Cert # of applicator:			Uncertified applicator(?):	
Date & Time of Application:	Product Name:	EPA Reg. No.:	Location:	Amount of Pesticide Applied:
Name & Address of Person Applied For:	Size of area treated:	Crop or site applied to:	Pest treated for:	
Name and Cert # of applicator:			Uncertified applicator(?):	
Date & Time of Application:	Product Name:	EPA Reg. No.:	Location:	Amount of Pesticide Applied:
Name & Address of Person Applied For:	Size of area treated:	Crop or site applied to:	Pest treated for:	
Name and Cert # of applicator:			Uncertified applicator(?):	
Date & Time of Application:	Product Name:	EPA Reg. No.:	Location:	Amount of Pesticide Applied:
Name & Address of Person Applied For:	Size of area treated:	Crop or site applied to:	Pest treated for:	
Name and Cert # of applicator:			Uncertified applicator(?):	

\*\*\*These records must be maintained for a period of three (3) years and shall be made available to the Secretary upon request.

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***The End!***

Contact me with questions or your local field agent...

Matt Wood

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(Can request these slides)

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