

US VIRGIN ISLANDS PESTICIDE PRODUCT REGISTRATION INSTRUCTIONS

Every pesticide that is used, distributed, sold, or offered for sale within the Virgin Islands or delivered for transportation shall be registered every two years with the DPNR-DEP. Pesticide registration is on a bi-annual basis, and product registrations will expire on December 31 of the second year of the registration cycle.

Please be advised that a biennial fee of \$400 is now required, as the Virgin Island Pesticides Control Rules and Regulations were approved on October 18, 2022. All registration renewal applications must be submitted to DPNR at least sixty (60) calendar days prior to the December 31st expiration date. A late fee of \$100 dollars will be assessed if applications are filed within the 60 days immediately preceding the expiration date.

Pursuant to Section §803-6(b) of the VI Pesticide Rules and Regulations for existing registrations, a fee of \$35.00 per month must be paid for the balance of the registration period, beginning with November 2022.

Applications that are not completed in accordance with to these instructions cannot be processed and will be rejected. Pesticide products not in compliance with the US Virgin Islands Pesticides Control Program regulations are subject to immediate STOP SALE and/or seizure.

SPECIFIC INSTRUCTIONS

1. **REGISTRANT**- Pesticide products are registered to the registrant's name as it appears on the label. Product labels with different registrant names are considered different products and must be registered as such.
2. **SUBMITTER** - If correspondence concerning registration issues should not be addressed to the registrant's name and address as it appears on the label, then provide an alternate address (e.g. agent or consultant) to which correspondence may be addressed.
3. **NAME & TITLE** - Type or print the name and title of the individual submitting the Application for Pesticide Registration and to whom all regulatory correspondence should be addressed.
4. **SIGNATURE & DATE** - Sign and date the Application for Pesticide Registration and submit electronically.
5. **LABELS** - Enclose with the Application for Pesticide Registration, a copy of the container label for each pesticide product. Labels may be submitted as text-searchable PDF files through our electronic portal ALSTAR. Information on ALSTAR is available at <http://npirspublic.ceris.purdue.edu>. Labels can also be submitted on compact discs, flash drives or by email to pesticides@dpnr.vi.gov.
6. **EPA REGISTRATION NUMBER** - List the EPA Registration Number and the complete brand and product name on the application form.
7. **DEVICES, CO-PACKS & FIFRA 25(b) EXEMPT PRODUCTS** - To facilitate the processing of registrations for pesticide devices, co-packs, and FIFRA 25(b) exempt pesticide products, please include them on the listing. These products will not have an EPA registration number but may be listed by the type of registration such as device, co-pack, or 25(b) exempt.
8. **MAILING** - If sending the application by mail, use the address on the application form and mail along with the corresponding labels.

For more information contact Ms. Leslie Leonard at (340) 774-3320 ext. 5152.