

West Virginia Department of Agriculture

Kent A. Leonhardt, Commissioner
Joseph L. Hatton, Deputy Commissioner



Regulatory and Environmental Affairs Division
Pesticide Regulatory Programs Unit

Prerequisites for Dealer (restricted use pesticide (RUP)) licensing:

- 1.) Pesticide Examinations – Must be taken and passed by any employee working for a business, that is pursuing selling RUP's in, or into, the state of West Virginia. One must have at least one year of RUP selling experience that can be verified, or a degree in a related field (Agriculture, Forestry, Biology, etc.), in order to be eligible to take the WVDA pesticide examinations. One must take and pass the General Standards (Core) and Category 12: Pesticide Storage and Distribution pesticide examinations.
- 2.) To request an exam application and study packet, contact Jessica Morris, Certification and Training Assistant/WVDA at 304-558-2209 or by email at jmorris@wvda.us .
- 3.) If using RUP selling experience in order to seek eligibility to take the WVDA's pesticide examinations, please have someone who can verify one year of RUP selling experience complete Section A of the exam application. This person will need to sign the exam application in front of a Notary. If using education in order to test, please include a copy of the person testing's college transcripts and only complete Sections B and D of the exam application. There is a \$20 examination fee (check or money order made payable to the West Virginia Department of Agriculture), which would need to be mailed to the WVDA with the exam application, in order to schedule and exam session. There are currently six locations where one may be scheduled to take their pesticide examinations. Each location tests once a month; Charleston, Parkersburg, Beckley, Inwood, Milton, and Morgantown. The one testing should receive an exam admission ticket, letting them know what date they are scheduled to test at the exam location they selected. This should be received via email, unless it is requested that the exam admission ticket be mailed.
- 4.) Once pesticide examinations have been taken and graded, exam results and follow up paperwork will be mailed to the Tester. If the proper examinations are passed, this would include the application to apply for a Commercial Applicator's license and for a Dealer license.
- 5.) The Commercial Applicator application would need to be completed and returned with the \$20 licensing fee (check or money order made payable to the West Virginia Department of Agriculture). If licensing a new Dealer location in the state of West Virginia, along with initially obtaining one's Commercial Applicator certification, the Dealer license application and fee (\$60 fee, check or money order made payable to the West Virginia Department of Agriculture) would need to be submitted with the Commercial Applicator application and fee.

****There is no reciprocity available from reciprocal states PA, MD, OH, VA for Category 12: Pesticide Storage and Distribution. This category is unique to West Virginia and this exam must be taken and passed by those becoming licensed as RUP Dealers.***