

REMINDER

RIVERSIDE COUNTY REGISTRATION/USE REPORT CHECKLIST

- ✓ If you are submitting a use report for “structural applications”, a structural stamp is not needed for negative use reports. However, a negative use report must be submitted to Riverside County Agricultural Department **by the 10th of the month.**
- ✓ Please order your structural stamps well in advance from the state so that you may submit your reports on time. **DO NOT** submit structural use reports without the stamp. Reports without a stamp will be mailed back to you.
- ✓ Use reports must be submitted using the name that the company is registered under.
- ✓ Agricultural & Structural use reports must be submitted on separate use report forms.
- ✓ **It is necessary to make an appointment in advance for Restricted Material Permits. No appointment is needed for business registrations between the hours of 7:00am – 5:00pm.**
- ✓ Riverside County does not charge a \$5 fee for fumigations performed in our county.
- ✓ Riverside County Code: **33**
- ✓ The license # space in the heading of the use report for businesses is for the PR number or the DPR business license # and NOT for individual license numbers.
- ✓ The operator identification/permit # space is for a **Restricted Materials Permit** or operator identification number issued by Riverside County and **NOT** for an individual operator’s license number.
- ✓ As indicated on the PUR form you MUST include Alpha-Codes with your EPA reg.#’s. If the Alpha-Code is not listed on the labels you may find it at www.cdpr.ca.gov in DPR’s label database.
- ✓ All use reports must be mailed by the **10th** of each month to:

Riverside County Agricultural Commissioner
P.O. Box 1089
Riverside, CA 92502-1089