

Submitting a New Pesticide Product Registration Application Using the EEA ePLACE Portal

Pesticide Program

Division of Crop & Pest Services

Mass. Department of Agricultural Resources

Compatible Equipment and Web Browsers

- Please also be sure that you are using a regular computer (Windows 10+ / MacOS 10.11+ computer or laptop) with MS Edge or Chrome web browser.
- All instructions were written, and screenshots based on Windows 10 and MS Edge browser—other browsers may be different or incompatible.
- Chromebooks are not 100% compatible with the EEA ePLACE Portal and users may find it difficult to upload documents, proof of insurance, etc..
- Mobile devices; such as, iPhone, iPad, Android phone or tablets, etc. are NOT compatible with the EEA ePLACE Portal.

No Chromebooks, smartphones or tablets!



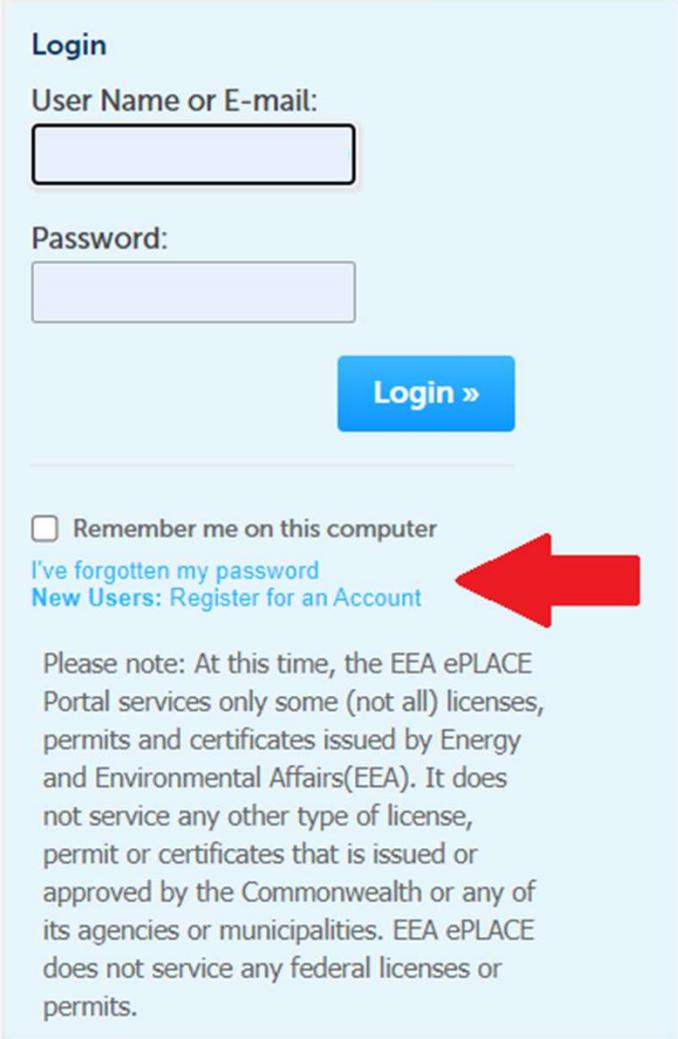
Log Into Your EEA ePLACE Portal Account

Go to the EEA ePLACE Portal webpage and log into your account.

<https://eplace.eea.mass.gov/citizenaccess/>

Forgot your Password? Use the Password reset tool

Need Help? For login assistance, please call the ePLACE Help Desk Team at 844-73-ePLAC (844-733-7522), 7:30 AM-5:00 PM, Monday-Friday (except on holidays)



Login

User Name or E-mail:

Password:

[Login »](#)

Remember me on this computer

[I've forgotten my password](#)

[New Users: Register for an Account](#)

Please note: At this time, the EEA ePLACE Portal services only some (not all) licenses, permits and certificates issued by Energy and Environmental Affairs(EEA). It does not service any other type of license, permit or certificates that is issued or approved by the Commonwealth or any of its agencies or municipalities. EEA ePLACE does not service any federal licenses or permits.

Resources Required for Your Registration Application

- An EEA ePLACE Portal Account
- Electronic Documents (pdf format)
 - Agent Authorization Letter – if you're an Agent performing registrations on behalf of a client
 - EPA Notice of Supplemental Distribution – for products being registered by or for a distributor
 - Product labeling
 - Safety data sheet

Select File an Online Application

The screenshot shows the EEA ePLACE Portal interface. At the top left, there is a dark blue 'Home' button. To its right, the text 'Select File an Online Application' is displayed in red. Below these elements is a light blue navigation bar containing four buttons: 'Dashboard', 'My Records', 'My Account', and 'Advanced Search' with a dropdown arrow. The main content area is split into two columns. The left column contains a welcome message for 'Steven Antunes-Kenyon', a list of actions like 'New License, Permit, Certificate, Notification or Registration' with a 'Click Here' link, and instructions for renewing or amending licenses. The right column features a prominent blue button labeled 'File an Online Application' with a red outline of an upward-pointing arrow below it.

Home Select File an Online Application

Dashboard My Records My Account Advanced Search ▾

Welcome Steven Antunes-Kenyon
You are now logged in to the Commonwealth's EEA ePlace Portal.

What would you like to do?

- New License, Permit, Certificate, Notification or Registration [Click Here](#)
- Renew License, Permit, Certificate or Registration (select "My Records" above)
- Amend License, Permit, Certificate or Registration (select "My Records" above)

File an Online Application



Accept Terms and Conditions

Home

[File an Online Application](#)

EEA ePLACE Portal Disclaimer

Welcome to the Commonwealth of Massachusetts EEA ePLACE (ePermitting) portal. In order to continue, you must review and accept the terms outlined as set forth below. Click the "Continue" button in order to proceed with the online submission process.

In order to perform licensing and permitting transactions online, you were required to register for the Commonwealth of Massachusetts EEA ePLACE (ePermitting) portal. All registered users in this Portal are required to agree to the following:

1. Use of the Commonwealth of Massachusetts EEA ePLACE (ePermitting) portal is subject to federal and state laws, which may be amended from time to time, including laws governing unauthorized access to computer systems. Online

I have read and accepted the above terms.

[Continue »](#)

Select Apply for a MDAR Authorization

Commonwealth of Massachusetts EEA ePLACE (ePermitting) Online Services

New Applicants:

The Commonwealth of Massachusetts EEA ePLACE (ePermitting) portal provides the ability to file applications for licenses, permits, certificates, notifications and registrations. From the listing below, please click on the appropriate link to expand the options, select the service that you would like to use and click the continue button.

Existing Applicants:

Click Home and use the "My Records" tab to renew or amend a license, permit, certification or registration. If they are not listed under the "My Records" tab, please select the "Link your account" option found in section below. You will be prompted for a "record identification code" and "authorization code." from the Account Link notification you received. If you have not received a notification letter, please contact the ePLACE Help Desk Team at (844) 733-7522 or (844) 73-ePLACE between the hours of 7:30 AM - 5:00 PM Monday-Friday.

- ▶ Apply for a DCR Authorization - Construction and Vehicle Access Permits
- ▶ Apply for a DCR Authorization - Special Use Permits
- ▶ Apply for a DEP Authorization - Air Quality (AQ)
- ▶ Apply for a DEP Authorization - Drinking Water (DW)
- ▶ Apply for a DEP Authorization - Hazardous Waste (HW)
- ▶ Apply for a DEP Authorization - NPDES (WM)
- ▶ Apply for a DEP Authorization - Solid Waste (SW)
- ▶ Apply for a DEP Authorization - Watershed Management (WM)
- ▶ Apply for a DEP Authorization - Waterways Chapter 91 (WW)
- ▶ Apply for a DEP Authorization - Toxic Use Reduction (TUR)
- ▼ Apply for a MDAR Authorization
 - MDAR - Massachusetts Pesticide Exam Application
 - MDAR - Massachusetts Pesticide License Application
 - MDAR - Massachusetts Pesticide Product Registration Application
- ▶ Apply for an EEA General Request
- ▶ Link Your Account

1. Click on the arrow to expand the list.



2. Select Pesticide Product Registration Application



3. Select Continue



Begin Your Application

MDAR Applications

MDAR - Massachusetts Pesticide Product Registration Application

1 Applicant Information	2 EPA Information	3 Application Information	4 Documents	5 Review	6
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Step 1: Applicant Information > Page 1 of 1

[Instructions](#)

The instructions button takes you to the MDAR Product Registration Page where Additional Guidance Documentation are available.

* indicates a required field.

Applicant Information

Agents are those parties that are authorized by the company or registrant to perform product registrations and renewals for the company that is identified by the EPA Company Number. Agents will need to upload their Agent Authorization letter during this session.

If you are applying on behalf of a government Agency, you will need to upload Proof of Government Agency document during this session.

*Are you an agent on behalf of the company? :
 Yes No

*Are you applying on behalf of a government Agency? :
 Yes No

Indicate whether you are an Agent and if you are applying on behalf of a government Agency e.g. USFW, USDA APHIS, etc.

After making your selections, click the Continue Button.

[Continue Application »](#) [Save and resume later](#)

Select New and Enter the EPA Registration Number

Home

MDAR Applications

MDAR - Massachusetts Pesticide Product Registration Application

1 Applicant Information	2 EPA Information	3 Application Information	4 Documents	5 Review	6
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Step 2: EPA Information > Page 1 of 1

* indicates a required field.

Application Type

Please select your application type.

*Are you applying for a new registration or renewing an existing registration?:



Select New from the Application Type

EPA Information

The MDAR Pesticide Program only registers those products that are first registered with the U.S. EPA. Please enter your product's EPA Registration Number below to pull the related product information from the EPA Website.

*EPA Registration Number:



Enter the EPA Registration Number separated by hyphens for Company - Product - Distributor, that you want to renew.
The number entered must be a product that is currently registered by the Department.

I'm willing to manually enter the information:

When you are done, Click the Continue Button

Continue Application »



Save and resume later

Look Up the Company Associated with this Registration

MDAR - Massachusetts Pesticide Product Registration Application

1 Applicant Information	2 EPA Information	3 Application Information	4 Documents	5 Review	6
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Step 3: Application Information > Page 1 of 1

* indicates a required field.

Company Information

Company Information is the registrant information - associated with the Company Number in the product EPA Registration Number.

To select the company, click on "Look Up", search and select the appropriate Company.

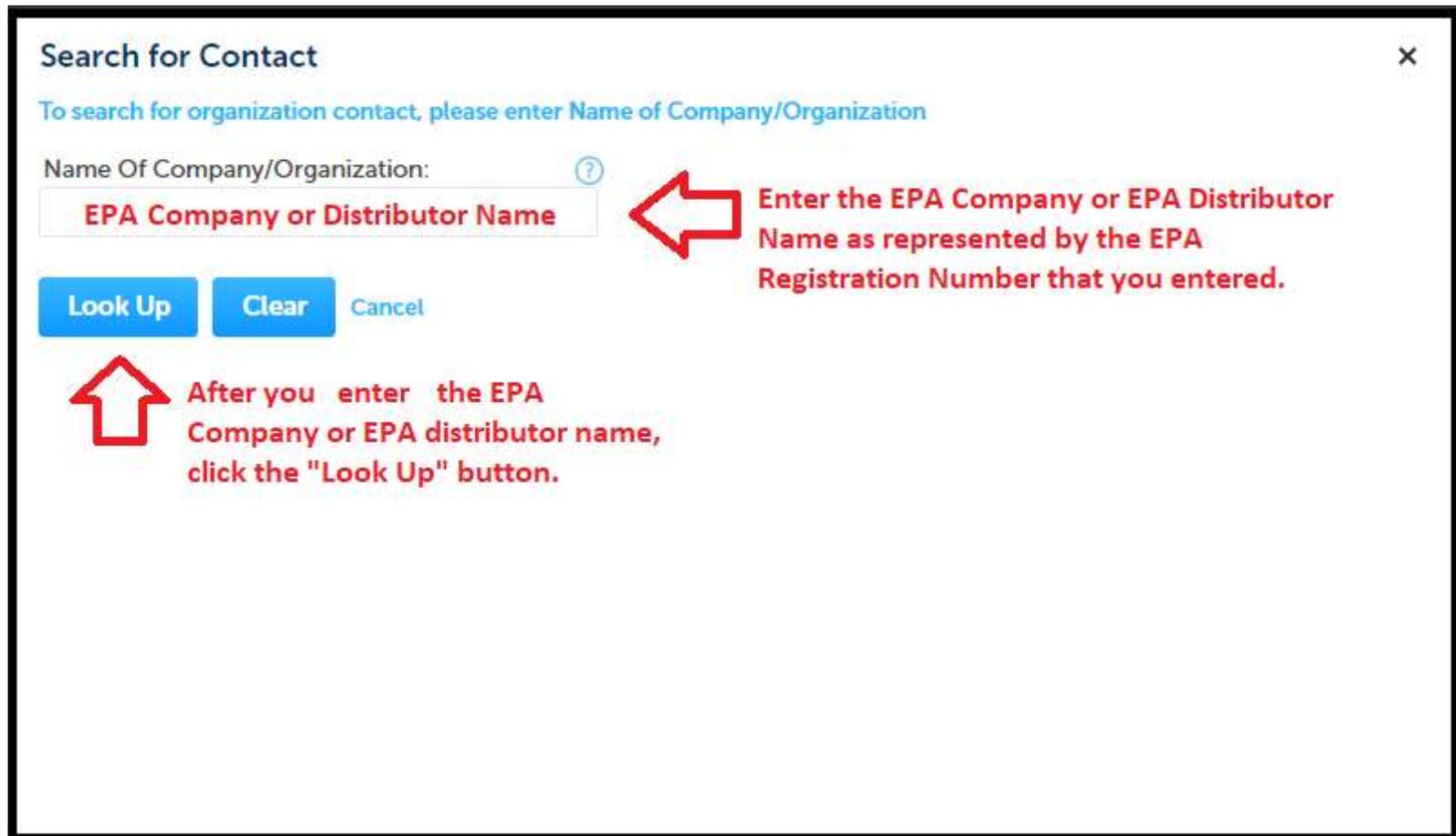
Note – If you are unable to find the correct Company Information click on "save and resume later" button and contact the MDAR agency.

Look Up



You must click on the "Look Up" button to complete the Application Information Step. This is the Company Name that corresponds to the Company Number or the Distributor Number in the EPA Registration Number.

Look Up the Company Associated with this Registration



Search for Contact ×

To search for organization contact, please enter Name of Company/Organization

Name Of Company/Organization: ?

EPA Company or Distributor Name

Look Up **Clear** Cancel

Enter the EPA Company or EPA Distributor Name as represented by the EPA Registration Number that you entered.

After you enter the EPA Company or EPA distributor name, click the "Look Up" button.

Update Company Contact Information

Contact Information

* Individual/Organization:

Organization

MDAR Contact Name, Email, and Phone Number Provided for Demonstration Purposes Only!

* Name Of Company/Organization:

BONIDE PRODS. INC.

* Company Contact Person:

Steven Antunes-Kenyon

* Telephone #:

617-626-1784

Ext #

* E-mail:

steve.kenyon2@mass.gov

* Address / P.O. Box

6301 SUTLIFF RD

Update and provide the required company contact information and select Continue when complete.

* Country:

United States

* City/Town:

ORISKANY

* State:

NY

* Zip Code:

13424

Continue

Discard Changes



Update Company Contact Information

Step 3: Application Information > Page 1 of 1

* indicates a required field.

Company Information

Company Information is the registrant information - associated with the Company Number in the product EPA Registration Number.

To select the company, click on "Look Up", search and select the appropriate Company.

Note – If you are unable to find the correct Company Information click on "save and resume later" button and contact the MDAR agency.

✓ Contact added successfully.

Company Information:

BONIDE PRODS. INC.

Steven Antunes-Kenyon

Note the updated Contact Information

6301 SUTLIFF RD

ORISKANY, NY, 13424

Telephone #: 617-626-1784 Email: steve.kenyon2@mass.gov

[View or Edit](#) [Remove](#)



View or Edit Information as Needed

Select the Pesticide Use Classification

Use Classification

Please select the Use Classification as indicated by the U.S. EPA registration.

*Use Classification by EPA:

General Use 



Registrants or their agents will need to select the appropriate Use Classification for the product they are seeking to register. The applicant should select the classification as provided during the Federal Registration with U.S. EPA.

Please note that depending on the active ingredient and / or other State regulatory criteria, the MDAR may reclassify or further restrict products as State Restricted Use.

Did you know that there are over 400 products that are classified as State Restricted use? If you have question, contact the MDAR.

Add, Delete, or Edit Brand Names

Product Brand Name(s)

PRODUCT BRAND NAME(S)

When your application information is successfully pulled from the EPA website, this section will list all of the brand names currently associated with your EPA registration. You may also add rows to the below list when the EPA look up is not working or if the desired additional brand name is not found in the list provided. Alternatively, you may also edit or remove the brand names that are not listed correctly or that you do not wish to register.

Showing 1-1 of 1

<input type="checkbox"/>	Product Brand Name	
<input type="checkbox"/>	BONIDE MOSQUITO FOG OIL OR SPRAY	Actions ▾

[Add a Row](#) ▾ [Edit Selected](#) [Delete Selected](#)



Registrants may edit, remove or add alternate brand names as needed. Simply click on the arrow to display the "Edit" and "Delete" options. Select "Add a Row" to add another Alternate Brand Name (ABN) or select a row and click "Edit Selected."



Edit Active Ingredient Information

Product Active Ingredients

PRODUCT ACTIVE INGREDIENTS

When your application information is successfully pulled from the EPA website, this section will list all of the active ingredients currently associated with your EPA registration. You may also add rows to the below list when the EPA look up is not working or if one or more active ingredients is not shown in the list provided. That MDAR will review the application for possible new active ingredients during its technical review. If a new active ingredient is found, you will receive notification that additional fees are due.

Is this a new active ingredient? Please note that the default setting to this question is "no" (not a NAI) and that will certainly be the case for the majority of registration applications submitted; especially, if your company does not typically do research and development of new chemicals. If for any reason you are unsure if your product contains a chemical never before registered in Massachusetts, you may do the following:

- Use the active ingredient report found on the EEA ePLACE Portal login page to search the currently registered active ingredients
- Contact the MDAR Product Registration Team for additional assistance

It's important to note for submissions of new active ingredients that there is an additional New Active Ingredient (NAI) Fee of \$450, that is paid on top of the New Product Registration Fee of \$300, for a total of \$750. This NAI Fee is paid only one-time for the first product registration application submitted. If you have additional product registrations containing the same NAI, they are only charged the normal New Product Registration fee of \$300. The NAI fee is paid only once.

Showing 1-3 of 3

<input type="checkbox"/>	Active Ingredient	Percentage (%)	Is this a new active ingredient?	
<input type="checkbox"/>	Aromatic petroleum solvent	77.5	No	Actions ▾
<input type="checkbox"/>	2-(2-Butoxyethoxy)ethyl thiocyanate	1.805	No	Actions ▾
<input type="checkbox"/>	Methoxychlor	18.105	No	Actions ▾

[Add a Row](#) [Edit Selected](#) [Delete Selected](#)

[Continue Application »](#)

[Save and resume later](#)

When you have completed all changes to the Brand Names and Active Ingredients sections, please click the Continue Application button.

Choose "Edit" and Select "Yes" for Applications with New Active Ingredients

Showing 1-1 of 1

Product Brand Name

PRODUCT ACTIVE INGREDIENTS

When your application information is successfully pulled from the EPA website, this section will list all of the active ingredients currently associated with your EPA registration. You may also add rows to the below list when the EPA look up is not working or if one or more active ingredients is not shown in the list provided. That MDAR will review the application for possible new active ingredients during its technical review. If a new active ingredient is found, you will receive notification that additional fees are due.

It's important to note for submissions of new active ingredients that there is an additional New Active Ingredient (NAI) Fee of \$450, that is paid on top of the New Product Registration Fee of \$300, for a total of \$750. This NAI Fee is paid only one-time for the first product registration application submitted. If you have additional product registrations containing the same NAI, they are only charged the normal New Product Registration fee of \$300. The NAI fee is paid only once.

* Active Ingredient: * Percentage (%): * Is this a new active ingredient?: Yes No

Submit **Cancel**

If you changes this to "Yes", then your fee will change from \$300 to \$750.

Active Ingredient	Percentage (%)	Is this a new active ingredient?	Actions
Bacillus amyloliquefaciens ENV503	11.54	No	

Add a Row **Edit Selected** **Delete Selected**

Registration Fees With and Without New Active Ingredients

The new product registration fee is \$300; however, products that have a new active ingredient (NAI) will be charged an additional \$450 as per Department rules. These additional fees are assessed for the Department required technical review of product chemistry, toxicology and environmental fate.

If your new product registration application has a new active ingredient then your fee will increase from \$300 to \$750.

* Is this a new active ingredient?:

Yes No



* Is this a new active ingredient?:

Yes No

If you are uncertain, choose the default "no". The Department's Registration Team reviews all application for new active ingredient as a standard operating procedure.

Not Sure about New Active Ingredients Contact MDAR or See Report

<https://eplace.eea.mass.gov/CitizenAccess/>

Mass.gov State Offices & Courts | State Topics | State Website

An Official website of the Commonwealth of Massachusetts

EEA ePLACE Portal

Help Support Register for an Account Reports (3) Login

Reports (3):

- MDAR Active Ingredients
- MDAR Licensed Applicators
- MDAR Registered Products

Click on the MDAR Active Ingredients Report to check!

Those listed in the report are not new active ingredients.

A	B
1	MDAR - List of Active Ingredients
3	Bacillus Thuringiensis Subspecies Israelensis Strain Bmp 144 Solids, Spores And Insecticidal Toxins
5	Verticillium Dahliae Isolate Wcs 850
7	(+)-(R)-2-(2-Methyl-4-Chlorophenoxy)Propionic Acid
9	(9z,12e)-9,12-Tetradecadien-1-YI Acetate
11	(E)-11-Tetradecen-1-OI Acetate
13	(E)-8-Dodecen-1-YI Acetate
15	(E,E)-8,10-Dodecadien-1-OI
17	(E,Z)-3,13-Octadecadien-1-OI Acetate
19	(R)-(-)-1-Octen-3-OI
21	(R,Z)-5-(1-Decenyl)Dihydro-2(3h)-Furanone
23	(S)-Cyano (3-Phenoxyphenyl) Methyl-(S)-4-Chloro-Alpha-(1-Methylethyl)Benzeneacetate
25	(S)-Methoprene
27	(Z)-8-Dodecen-1-YI Acetate
29	(Z,E)-9,12-Tetradecadien-1-OI Acetate

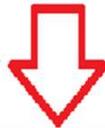
FYI: Save and Resume Your Application?

Save and resume later



Did you know that you can stop at any page, save and resume your application later?

1. Click the button "Save and resume later"
2. To resume your application, go to "My Records"



Home

Dashboard My Records My Account

▼ MDAR

Showing 1-9 of 9 | [Download results](#) | [Add to collection](#)

<input type="checkbox"/>	Date	Identifying Number	Record Type	Category	Expiration Date	Status	Action
<input type="checkbox"/>	04/16/2019	19TMP-000802	MDAR - Massachusetts Pesticide Product Registration Application	Product Registration - 4-401-85925			Resume Application

Click the hyperlink "Resume Application" to complete your application.



Prepare to Upload the Required Documents

Step 4: Documents > Page 1 of 1

Please find below a list of documents that are needed to process your registration application.

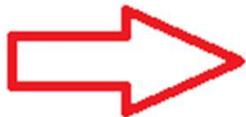
Click the “Add” button to begin uploading one of the required documents. Select the file or document from your computer and then select continue. Select the specific document type from the drop down list. Add a brief description and save your updates. Repeat these steps for all required documents.

If additional brand names are also being registered, please be sure to upload the corresponding labeling and safety data sheets for each brand name. After all documents are uploaded and saved, select “Continue Application.”

Note: The below EPA Notice of Supplemental Distribution is only required for distributor product registrations.

* indicates a required field.

List of Documents



Please upload 3 Required Document(s) which are mandatory to submit this Application:

1. EPA Notice of Supplemental Distribution
2. Product Label
3. Safety Data Sheet

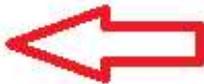
Upload the Required Documents

Documents

When uploading file document(s) the maximum file size allowed is 50 MB.
The 'File Name' (including file extension) MUST NOT exceed 75 characters in length.
The document 'Description' MUST NOT exceed 50 characters in length.
Documents that exceed any of these limits will be removed by the system, and cannot be retrieved, which may delay the review process.

Name	Type	Size	Latest Update	Action
No records found.				

Add

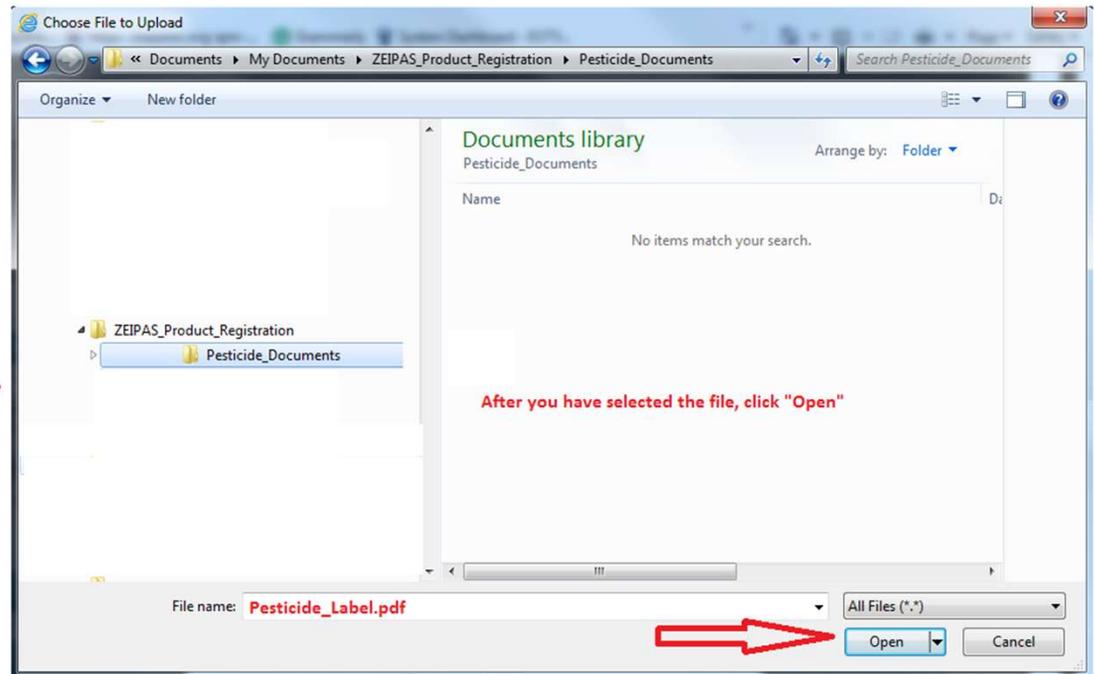
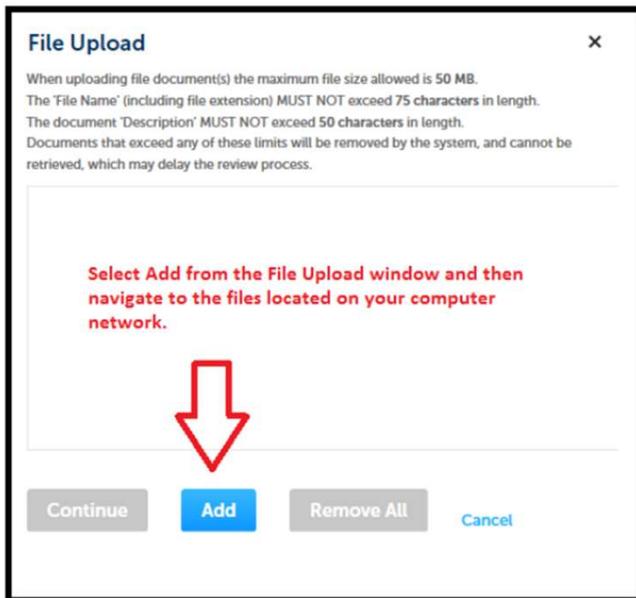


Click the "Add" button to begin adding your required Documents e.g. labeling, safety data sheets, Agent Authorization Letters, etc.

Continue Application »

Save and resume later

Add and Select Documents to Upload



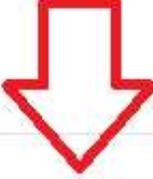
Select Continue to Upload Your Document

File Upload ×

When uploading file document(s) the maximum file size allowed is 50 MB.
The 'File Name' (including file extension) MUST NOT exceed 75 characters in length.
The document 'Description' MUST NOT exceed 50 characters in length.
Documents that exceed any of these limits will be removed by the system, and cannot be retrieved, which may delay the review process.

Pesticide_Label.pdf	100%
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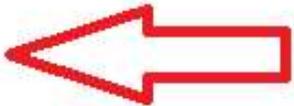
Please note the criteria for maximum file size and maximum characters in "File Name." Click Continue to save your uploaded document.



Continue **Add** **Remove All** Cancel

Select Document Type, Add Description and Save Your Changes

***Type:** [Remove](#)

Product Label  **Select the document type**

File:
Pesticide_LabelBugKillah.pdf
100%

Description (Maximum 50 characters):
Pesticide Label for Bug Killah!  **Add a description**

[Save](#) [Add](#) [Remove All](#)

 **After you selected the "document type" and added your description -- please click the "Save" button to save your changes.**

[Continue Application »](#) [Save and resume later](#)

Upload All Required Documents

Please upload 2 Required Document(s) which are mandatory to submit this Application:

1. Product Label
2. Safety Data Sheet

Documents

When uploading file document(s) the maximum file size allowed is 50 MB.

The 'File Name' (including file extension) MUST NOT exceed 75 characters in length.

The document 'Description' MUST NOT exceed 50 characters in length.

Documents that exceed any of these limits will be removed by the system, and cannot be retrieved, which may delay the review process.

Name	Type	Size	Latest Update	Action
PesticideLabelBugKillah.pdf	Product Label	1.06 MB	04/23/2019	Actions ▼
BugKillahSDS.pdf	Safety Data Sheet	812.27 KB	04/23/2019	Actions ▼

Add

Continue adding documents until all required documents have been uploaded. When completed, please click the "Continue Application" button.

Continue Application »



Save and resume later

Review and Certify Your Application

Step 5: Review

[Continue Application »](#)

[Save and resume later](#)

Please review all information below. Click the "Edit Application" button to make changes, if needed.

Review and Certification

[Edit Application](#)



Finally you need to review the summary page of your application with all the information you provided. If any section needs to be changed or corrected, please click the "Edit Application" button and make the needed changes.

Attest and Certify Your Application

Applicant Information

Steven Antunes-Kenyon
251 Causeway ST
Boston, MA, 02114

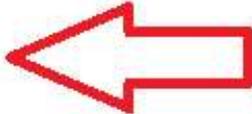
Telephone #:617-626-1784
E-mail:steve.kenyon2@mass.gov

I hereby certify under the penalties of perjury that I have personally examined the information provided and that it is true, accurate, and complete. I further acknowledge that the submission of any false information may result in the denial, suspension, and/or revocation of any product registration, license, certification, and/or permit issued by the Massachusetts Department of Agricultural Resources and may result in legal action in accordance with M.G.L. c. 132B and the laws of the Commonwealth of Massachusetts.

By checking the box below, I understand and agree that I am electronically signing and filing this application.

By checking this box, I agree to the above certification.

Date: 04/23/2019

 [Continue Application »](#) 

[Save and resume later](#)

After all application corrections or updates are complete, you must attest and certify the application. Click the "Continue" button to make your payment.

Pay Renewal Fees Online or By Mail

Step 6: Pay Fees

Listed below is the fee for the authorization that you are applying for. The following screen will display your total fees.

Payment may be made by electronic check or credit card for a nominal processing fee. The electronic check fee is \$0.35 per transaction. Credit card payments are 2.35% per transaction. Clicking on the PAY ONLINE button will bring you to the secure online payments portal. Once you have made payment, you will be returned to your application for submittal.

Payment may also be made by mail. However, review of your application will not begin until payment is received. By clicking on the Pay by Mail button, you will have submitted your application. You will receive a notification email with the location and address to send your payment. That information is also available in the instructions for this authorization.

Application Fees

Fees	Amount
Product Registration Application	\$300.00


[Pay Online »](#)


[Pay by Mail »](#)

With a 35 Cent (0.35) processing fee, choosing to pay your fees online by checking is the fastest and least expensive method for applicants.

\$300.00

Pay Fees Online By Checking (ACH)

Payment

Payment

Paying fees by checking (ACH) will incur only a 35 cent fee.

You have elected to pay for the following item(s).

Description	Attendee	Service Fee	Amount
MDAR/Pesticide/Product Registration/Application	19TMP-006228	\$0.35	\$300.00
		\$0.35	\$300.00

Total Amount Due: \$300.35

Billing Information

Same As Previous Information

First Name
Enter First Name

Last Name
Enter Last Name

Street
Enter Street

City
Enter City

State/Territory
Select State

Zip
Enter Zip

Phone Number
() - -

Email
Enter Email Address

Payment Information

Credit/Debit Card Electronic Check/ACH

To pay with electronic check, provide information below:

Routing Number
Enter Routing Number

Account Number
Enter Account Number

Name on Check
Enter Name on Check

Account Type

- Checking
- Savings
- Corporate
- Corporate Savings

I Accept

Commonwealth of Massachusetts Terms Agreement

1. Personal Account Language
I hereby authorize NCOURT*Commonwealth of Massachusetts License to electronically deduct from my bank account this one-time payment as indicated above. I further authorize my bank or financial institution to deduct this one-time payment from my bank account. NCOURT*Commonwealth of Massachusetts License will

Email address where receipt is sent by payment vendor nCourt

YourEmailAddress

Pay Fees Online by Credit Card

Payment

Payment

Credit card payments are 2.35% per transaction.

You have elected to pay for the following item(s).

Description	Attendee	Service Fee	Amount
MDAR/Pesticide/Product Registration/Application	19TMP-006228	\$7.05	\$300.00
		\$7.05	\$300.00

Total Amount Due: \$307.05

Billing Information

Same As Previous Information

First Name
Enter First Name

Last Name
Enter Last Name

Street
Enter Street

City
Enter City

State/Territory
Select State

Zip
Enter Zip

Phone Number
() - -

Email
Enter Email Address

Confirm Email
Enter Email Address **YourEmailAddress**

Payment Information

Credit/Debit Card Electronic Check/ACH

Card Type
Select Card Type
VISA
MasterCard
American Express
Discover

CVV Code
Enter CVV Code

Expiration
01 2018

Check to accept both the Commonwealth of Massachusetts and nCourt Terms Agreements.
 I Accept

Commonwealth of Massachusetts Terms Agreement

I authorize the charge to my credit card for the amount shown above. I agree to pay the total amount above according to the card issuer agreement. By checking the box below, I certify that I am an authorized user for the above referenced credit card account.

[nCourt Terms Agreement](#)

Email address where receipt is sent by payment vendor nCourt

The Renewal Application was Successfully Submitted

The screenshot displays the MDAR (Massachusetts Pesticide Product Registration) application portal. At the top left, a "Home" button is highlighted with a red box and a red arrow pointing to it. Below this is a "MDAR Applications" button. The main heading is "MDAR - Massachusetts Pesticide Product Registration Application". A progress bar shows seven steps: 1, 2, 3 Application Information, 4 Documents, 5 Review, 6 Pay Fees, and 7 Record Issuance. Step 7 is highlighted with a blue underline. Below the progress bar, the text "Step 7: Record Issuance" is displayed. A green banner with a checkmark icon and the text "Successfully Completed." indicates the application is finished. Below this, a message reads: "Thank you for using our online services for your submission. Your Record Number is 19-PR-0148-APP." A red arrow points to the record number. To the right, a red text box states: "Once you have selected your payment method, you will find that your application has been assigned a record number. This record and number will be listed under 'My Records.'" Below this, a paragraph explains that users will receive email notifications and provides contact information for the HelpDesk service. At the bottom, a message says: "If you need to start a new application, please click Home Button." A red arrow points to the Home button, and a red text box next to it says: "Start a new renewal application!"

Find Application in “My Records”

Home

Dashboard My Records My Account Advanced Search ▾

▼ MDAR

Showing 1-10 of 28 | [Download results](#) | [Add to collection](#)

<input type="checkbox"/>	Date	Identifying Number	Record Type	Category	Expiration Date	Status	Action
<input type="checkbox"/>	04/25/2019	19-PR-0148-APP	MDAR - Massachusetts Pesticide Product Registration Application	BONIDE PRODS. INC. - 4-120		Payment Pending	Pay Fees Due



Although "Pay by Mail" was selected when this application was submitted, the applicant may still pay online by clicking the "Pay fees Due" hyperlink and completing the payment!

Otherwise, the applicant will need to print the "Pay by Mail" invoice that was sent to their email address and submit the invoice to the address listed with the fees due. Please note that multiple invoices may be submitted together with one or more checks or money orders.

Receive Three Notifications for Each New Product Registration Application

- **(1) Proof of Record (POR) Report** – this details what was submitted in the New Product Registration Application—details of the products, brand names, etc.
- **(2) Massachusetts Pesticide Product Registration Application Submission Successful** -- Application Successfully Submitted – the invoice for any unpaid fees will be attached and this invoice must be sent with your fees. Once the fees are received and processed, the Registration Application will then undergo Administrative Review and Technical Review before being scheduled for presentation before the Massachusetts Pesticide Board Subcommittee.
- **(3) Approval Notification** – Upon review and approval by the Massachusetts Pesticide Board Subcommittee, the application will be processed and notification will be sent with an attached confirmation that includes all details of the registration, brand names, and expiration date.

Notification 1: Proof of Record (POR) Notification with Attached Report



Thank you for submitting your online application form for record type: **SENORET CHEMICAL COMPANY, INC. - 61282-50-149 (MDAR/Pesticide/Product Registration/Application)**
Your Record Number is: **23-PR-0140-APP** Your Proof of Record (POR) for this application is attached. The Proof of Record is a printable version of the information you entered on your permit application.

You can track the progress of your submission through the review process at the following link: <https://eplace.eea.mass.gov/CitizenAccess/>

**Sample Letter for
Demonstration
Purposes Only**

Need Help using the Web Portal? For technical assistance in using the portal <https://eplace.eea.mass.gov/CitizenAccess/> to submit or access your application, please call the ePLACE Help Desk Team at (844) 733-7522 or (844) 73-ePLAC between the hours of 7:30 AM-5:00 PM Monday-Friday, with the exception of all Commonwealth and Federal observed holidays.

If you prefer, you can also e-mail us at ePLACE_helpdesk@state.ma.us

Notification 2: Submission Successful Notification with Attached Invoice

MDAR - Massachusetts Pesticide Product Registration Application Submission Successful 23-PR-0140-APP

EIPAS (ENV) <eipas@mass.gov>
To: Kenyon, Steve (AGR)

MDAR-PR-Payment_Instructions_v1.2_20230317_125112.pdf
118 KB

Attached Invoice for Unpaid Fees (Payments by Mail)

NOTICE DATE: 3/17/2023

John Q. Public
100 Cambridge ST
Boston, MA 02114

Dear John Q. Public

Thank you for submitting your online **Product Registration (New) Application** for **SENORET CHEMICAL COMPANY, INC.**, EPA Number: **61282-50-149**; here is your application record number: **23-PR-0140-APP**.

Payment Online: If you have paid your application fee online, you will receive a confirmation from the Epayment vendor that will include the following Reference ID for your records: **23-PR-0140-APP**.

Pay by Mail: If you chose the "Pay by Mail" option, please mail the attached form with your check or money order made payable to the Commonwealth of Massachusetts, to the address provided below. Please be sure that your Application Record Number (**23-PR-0140-APP**) is printed on both the form and your check or money order. Do not send cash.

Mail the attached form and payments (check or money order only) to:

COMMONWEALTH OF MASSACHUSETTS
P.O. BOX 417103
BOSTON, MA 02241

If you chose to "pay by mail" then you will need to submit the attached invoice (PDF) with your fees to the address listed below.

You should receive your registration within a reasonable period of time following the receipt of your completed application and fee payment.

Please call or send an email to the Pesticide Program if you have any questions.

For more information, please visit - <https://www.mass.gov/how-to/register-a-pesticide-product-in-massachusetts>

Sincerely,
Pesticides Registration Coordinator

Notification 3: Approval Notification with Attached Confirmation Letter



NOTICE DATE: 4/19/2023

John Q. Public
100 Cambridge ST
Boston, MA 02114

Dear John Q. Public

The Massachusetts Pesticide Program is pleased to inform you that your **Product Registration (New) Application** has been approved.

Attached please find your new or renewed Product Registration for EPA Number: **61282-50-149** for **SENORET CHEMICAL COMPANY, INC..**

Please be sure to keep your contact information accurate by logging into the EIPAS system and making any changes to your email address, mailing address, phone number and employer information as needed.

Please call or send email to the Pesticide Program if you have any questions.

Sincerely,
Pesticides Registration Coordinator

**Sample Letter for
Demonstration
Purposes Only**

ePLACE Technical Support

- **Need Help?** For technical assistance with the ePLACE website, please call the ePLACE Help Desk Team at 844-73-ePLAC (844-733-7522), 7:30 AM-5:00 PM, Monday-Friday (except on holidays)
- You can also email ePLACE_helpdesk@state.ma.us
- For assistance with non-technical questions, please contact the MDAR Product Registration Team.

MDAR Product Registration Support

Step-By-Step Guides

Downloads

-  [New Pesticide Product Registration - Step by Step Guide](#)
(English, PDF 1.48 MB)
-  [Pesticide Product Renewal - Step by Step Guide](#)
(English, PDF 1.84 MB)
-  [Request Record Access \(transfer records\) - Step by Step Guide](#)
(English, PDF 764.97 KB)
-  [Alternate Brand Name Registration - Step by Step Guide](#)
(English, PDF 2.07 MB)
-  [Label Amendments - Step by Step Guide](#) (English, PDF 1.86 MB)
-  [Special Local Need Initiation Form](#) (English, PDF 60.19 KB)
-  [Special Local Need Application Form](#) (English, PDF 65.76 KB)
-  [Experimental Use Permit Application Check List](#)
(English, PDF 130.15 KB)
-  [Experimental Use Permit Application](#) (English, PDF 165.62 KB)
-  [Experimental Use Permit Sample Letters of Support](#)
(English, PDF 10.68 KB)

Support and Product Lookup

For Product Registration questions, contact Susie Reed
617-626-1778

 **Online**
Susan.Reed@state.ma.us

RELATED

[List of Massachusetts State Restricted Use Pesticides](#) →

[EPA Pesticide Product and Label System](#) →

[Minimum Risk Pesticides Exempted from FIFRA and Massachusetts Registration Requirements](#) →

[Kelly Solutions - Search MA Registered Pesticides](#) →

[List of Neonicotinoid Pesticides](#) →

Visit www.mass.gov

www.mass.gov/how-to/register-a-pesticide-product-in-massachusetts

OFFERED BY [Massachusetts Department of Agricultural Resources](#)

Register a Pesticide Product in Massachusetts

If you are seeking to sell or distribute U.S. EPA Registered pesticide products in Massachusetts, then you will need to register them with the MDAR Pesticide Program.

[Online registration and renewal of pesticide products →](#)

[Pesticide Registration Types and Classifications →](#)

THE DETAILS

What you need

[Fees](#)

[How to submit](#)

[Next steps](#)

[More info](#)

[Downloads](#)

[Contact](#)

What you need

You need a valid Massachusetts product registration to sell and distribute pesticide products in the Commonwealth. If you seek to sell and distribute a U.S. EPA Registered Pesticide in Massachusetts for consumer/homeowner use, agricultural use, institutional use, or indoor or outdoor commercial use, you will need the following:

- An account at the [EEA ePLACE Portal](#). Create and register for an account [here](#).
- Electronic versions (pdf format) of the following documents to upload with your application:
 - Agent Authorization Letter – if you're an Agent performing registrations on behalf of a client

CONTACT

MDAR Contacts for Product Registration

Phone

For EEA ePLACE Portal help on technical issues, Call

844-733-7522

Open M-F 7:30 am-5:00 pm, with the exception of all Commonwealth & Federally observed holidays.

For Product Registration questions, contact Susie Reed

617-626-1778

Online

Susan.Reed@state.ma.us