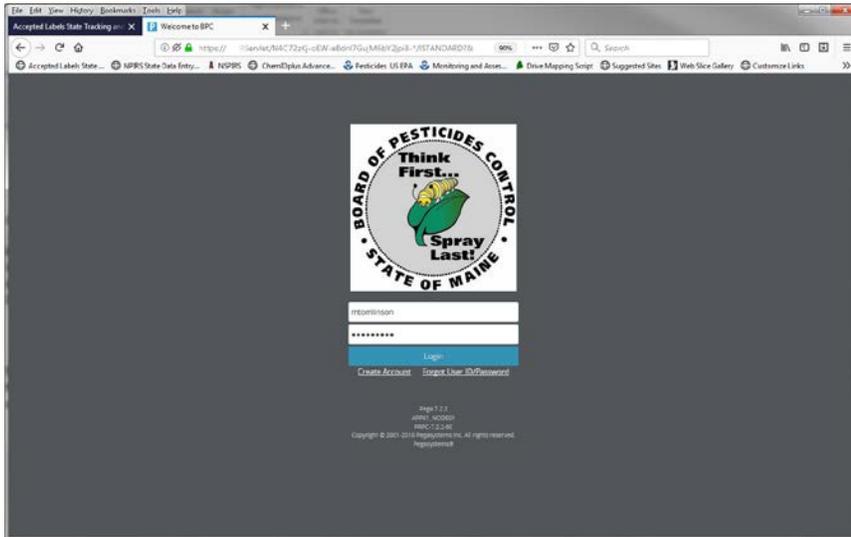
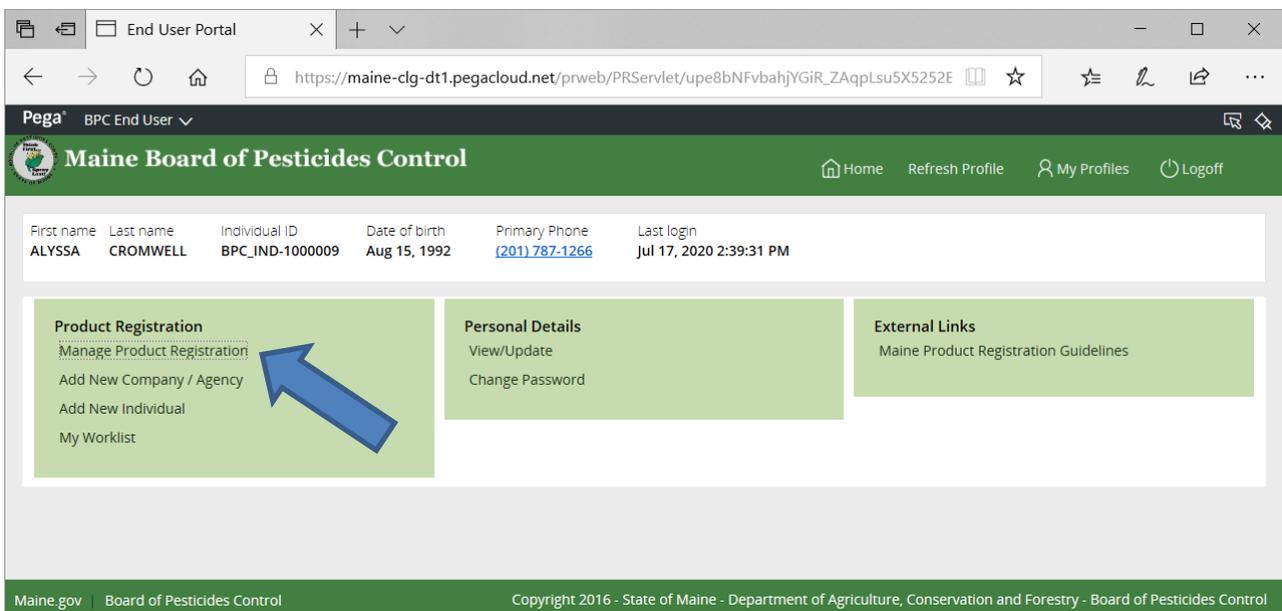


HOW TO SUBMIT A PESTICIDE PRODUCT APPLICATION MAINE BOARD OF PESTICIDES CONTROL PESTICIDE RESISTRATION ONLINE PORTAL

1. Log in at <https://maine-clg.pegacloud.com/prweb/PRServlet/>. Enter your user ID (usually your email) and password.



2. Select Manage Product Registration located in the first green block on the left of the screen. A list of all products registered for the current year will be displayed.



3. Select Add Products.

Manage Product Registration

[Add Products](#) [Renew Products](#) [Manage Accounts](#) [Close](#)

Company Information [Addresses](#)

Company/Agency Prefix Company / Agency Name EPA Company Number Maine Company Number Primary Phone Number

Product Statuses for Registration Year 2020 [Refresh](#)

Approved [Waiting Review](#) [Action Required](#) [Denied](#)

Click the Expand Icon to view related registrations by product.

Product Status	Maine Registration Number	EPA Registration Number	Complete Brand And Product Name*	Date Created*	Assignment Status*	Registrant Maine Company Number	Registrant Company*	Submitter Maine Company Number	Submitte
No cases									

4. Select Registrant Company from the drop-down menu listing your accounts. A company may be listed more than once, but each will have a different Maine company number. Ensure the correct company is selected.

Manage Product Registration (M-7713) [Save](#) [Other Acti](#)

Download PDF Receipt 

Assignment

Select Registrant Company*

estk kjjk inc-12 [Manage Accounts](#)

When all products have been added, select Submit List

[Add Product to List](#)

No cases

[Add Another Product](#)

[Submit Product List](#)

5. Select Add Product to List.

Manage Product Registration (M-7713) [Save](#) [Other Acti](#)

Download PDF Receipt 

Assignment

Select Registrant Company*

estk kjjk inc-12 [Manage Accounts](#)

When all products have been added, select Submit List

[Add Product to List](#)

No cases

[Add Another Product](#)

[Submit Product List](#)

6. Complete product information.

- A “yes” response to the items below triggers additional actions.
 - Distributor products (three-part EPA registration number shown below): requires upload of EPA Form 8570-5.
 - FIFRA 25b Exempt: requires upload of the Universal Statement of Formula.
 - Uploaded to ALSTAR: requires entry of ALSTAR Temp Number. Do not upload documents via the portal except for the 25(b) statement of formula.
- **NOTE:** No documents are to be uploaded from this page

Manage Product Registration (M-7713) Save Other Act

Download PDF Receipt 

Assignment

Select Registrant Company*
estk kjjk inc-12 Manage Accounts

When all products have been added, select Submit List

Add Product to List

Complete Brand & Product Name* RegistrationYear
SUMMERTIME PEST CONTROL 2020

EPA Registration Number* Use Code*
931-9999-1234 General Use (G)

Distributor Product?* FIFRA 25B Exempt?* Aquatic Herbicide Use?*

Yes No Yes No Yes No

Groundwater Advisory?* Uploaded to ALSTAR?*

Yes No Yes No

[Remove from List](#)

Add Another Product

Submit Product List



7. Select Add Another Product or Submit Product List. An entry can also be removed.

Manage Product Registration (M-7713) Save Other Act

Download PDF Receipt 

Assignment

Select Registrant Company*
estk kjjk inc-12 Manage Accounts

When all products have been added, select Submit List

Add Product to List

Complete Brand & Product Name* RegistrationYear
SUMMERTIME PEST CONTROL 2020

EPA Registration Number* Use Code*
931-9999-1234 General Use (G)

Distributor Product?* FIFRA 25B Exempt?* Aquatic Herbicide Use?*

Yes No Yes No Yes No

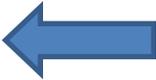
Groundwater Advisory?* Uploaded to ALSTAR?*

Yes No Yes No

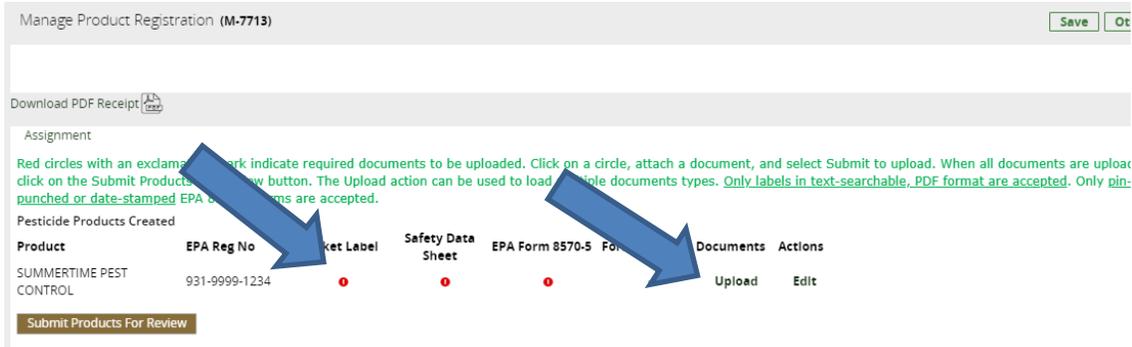
[Remove from List](#)

Add Another Product

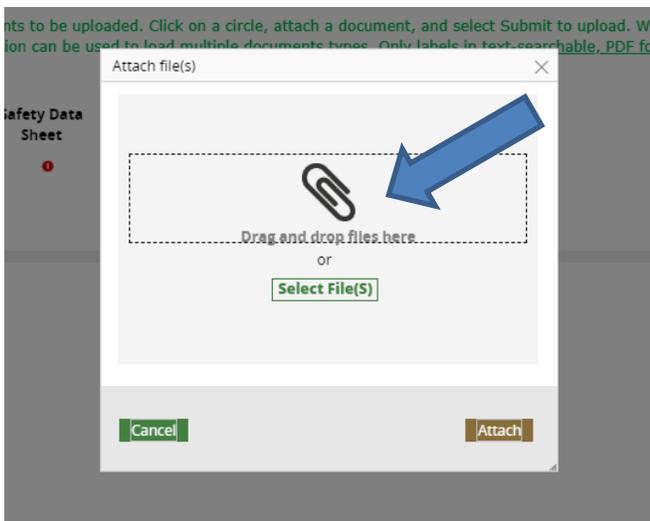
Submit Product List



8. Select Upload to upload required documents as indicated by the red circles. Please read the information in green for further instructions including required document formatting.

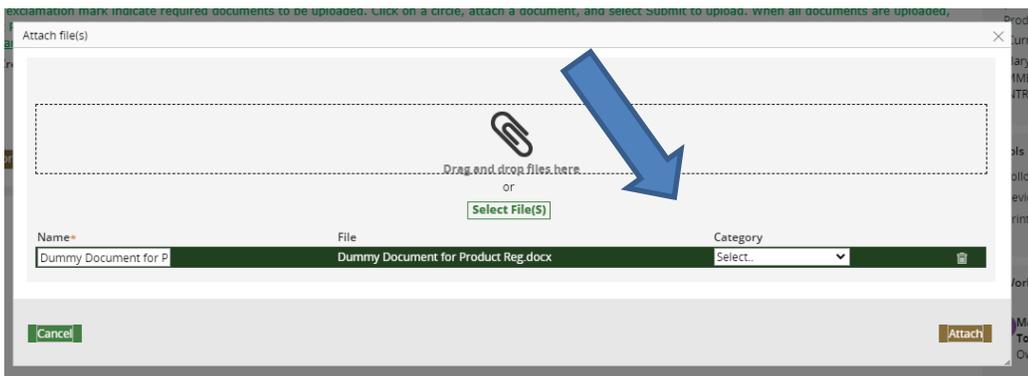


9. Attach documents. Follow the file naming convention: EPA Reg No_Complete Product Name_date.



10. Select the category (label, SDS, etc.) of the attachment.

- **DO NOT** select "File".
- Select "Market Label" for each additional label uploaded for a product. Submit only representative sizes unless labeling is different.
- **DO NOT** submit front and back panels individually.



11. Select Submit Products for Review. Note the red circles changed to green checkmarks.

Manage Product Registration (M-7713) Save Other A

Download PDF Receipt 

Assignment

Red circles with an exclamation mark indicate required documents to be uploaded. Click on a circle, attach a document, and select Submit to upload. When all documents are uploaded, click on the Submit Products For Review button. The Upload action can be used to load multiple documents types. Only labels in text-searchable, PDF format are accepted. Only pin-punched or date-stamped EPA 8570-5 forms are accepted.

Pesticide Products Created

Product	EPA Reg No	Market Label	Safety Data Sheet	EPA Form 8570-5	Formula (CSF)	Documents	Actions
SUMMERTIME PEST CONTROL	931-9999-1234				-	Upload	Edit

Submit Products For Review 

12. Enter payment information.

- Select Credit card, EFT, or Check from the drop-down menu. (Cash is not an option.)
 - If paying by check, print Receipt to mail with check.
 - Make checks payable to Treasurer, State of Maine
- Select Finish

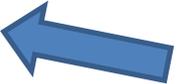
Manage Product Registration (M-7713) Save Other Act

1 2

Single Payment Multiple Payment

Payments

Enter **either** a First and Last Name, or a Company Name

Payment Options* 
Cash

Amount (\$) 160.00 Total Quantity 1

Received From First Name* Received From Last Name* Received From Company/Agency Name

Deposit Date* Cash Receipt #* Cash Amount*

Finish 

13. When a product is registered or pended, an automated email will be sent to the primary email address for the company contact, directing the individual to login and check the account.

- Login and go to Manage Product Registration.
- The current registration year is displayed.

Manage Product Registration Add Products Renew Products Manage Accounts
Close

Company Information Addresses

Company/Agency Prefix Company / Agency Name EPA Company Number Maine Company Number Primary Phone Number

Product Statuses for Registration Year Refresh

2020

Approved **Waiting Review** Action Required Denied

Click the Expand Icon to view related registrations by product.

Product Status	Maine Registration Number	EPA Registration Number	Complete Brand And Product Name	Date Created	Assignment Status	Registrant Maine Company Number	Registrant Company	Submitter Maine Company Number	Submitte
No cases									

14. Select one of the four tabs shown below to check registration status of submitted applications.

Manage Product Registration Add Products Renew Products Manage Accounts
Close

Company Information Addresses

Company/Agency Prefix Company / Agency Name EPA Company Number Maine Company Number Primary Phone Number

Product Statuses for Registration Year Refresh

2020

Approved **Waiting Review** Action Required Denied

Click the Expand Icon to view related registrations by product.

Product Status	Maine Registration Number	EPA Registration Number	Complete Brand And Product Name	Date Created	Assignment Status	Registrant Maine Company Number	Registrant Company	Submitter Maine Company Number	Submitte
No cases									

14a. Approved

- Registered products will have a 10-digit Maine registration numbr: 201200####, 20200000##, etc.
- The first four digits are the initial registration year, the last six digits are assigned consecutively when product registration was approved.
- Sort the Maine Registration Number column to display the numbers in descending order (e.g. 2020000500, 2019000352, 2002000350, etc.) to view the most recent products approved for registration.

NOTE: This is your confirmation of registration. Maine does not issue certificates.

14b. Waiting Review

- Displays products not yet reviewed.
- Submissions are processed in the order they are received.
- Due to the high volume of submissions, allow a minimum of 30 days before contacting the office to inquire about a submission.

14c. Action Required

- Displays submissions that were pended and returned to your worklist for action.
- Select Review then Decision Information. The issue(s) to be corrected will be displayed.
- An email detailing the issues, corrections required, and directions for resubmitting will sent.

Product Statuses for Registration Year

2020

Approved **Waiting Review** Action Re

Click the Expand Icon to view related registrat



Action	Product Status	Maine Registration Number
▶ Review	Pending Review	TBD
▶ Review	Pending Review	TBD
▶ Review	Pending Review	TBD
▶ Review	Pending Review	TBD



Overview **Audit** Registrant Information Submitter Information Product Information **Decision Information**



Request Date	Request Type	Decision Date	Decision	Decision Reason	Decision Comments
Mar 16, 2020	Add New Product	Mar 16, 2020	Pending	Other	3.16.2020 email: SDS displays incorrect company