



Welcome

Welcome to the Maine Board of Pesticides Control web portal. We hope this new service helps us continue to provide excellent customer service.

If you need to perform tasks on behalf of your company or agency, you will need to be granted the rights of an Administrator. This can only be done by BPC staff or another Administrator within your company. If you do not already have these rights, please contact us at 207-287-2731 or pesticides@maine.gov

This module describes how a Company Administrator can apply for the Dealer exam for employees. Before this can be done, the employee must be in the BPC system and attached to the company/agency. Please review the Adding New Individual module.

Before applying for exams, be sure you understand what type of license is needed. Agricultural exams are taken by those wishing to obtain a Private Applicator license or an Agricultural Basic license. Commercial exams are required for those wishing to obtain a Commercial Operator or Commercial Master license. Distributor exams are required for those wishing to obtain a Restricted Use Pesticide Dealer license. If not sure of the license required, visit www.thinkfirstspraylast.org and select Licensing, Applicators and Distributors on the left navigation bar.

Please note that the screens you see may have changed from what is pictured here, as we are still developing and making improvements, but the functionality remains the same. Contact us at anytime if you have questions.

Accessing the Company Profile



From your home page, select the Company/Agency from the My Profiles dropdown in the upper right corner.



A company/agency profile is available only if you are an Administrator for the company/agency. If you should have access, and the company/agency is not displaying, please contact BPC at 287-2731 or email pesticides@maine.gov

Accessing the Individual Profile



From the Company Personnel tab, MAIN OFFICE PERSONNEL DETAILS, or from Branches tab, expand branch and scroll down to BRANCH PERSONNEL DETAILS. select View next to employee's name

Cor	mpany Licenses	Company Personnel	Branches	Communication						
MAI	IN OFFICE PERSON	INEL DETAILS								
	Last name	▼ First Name	*	r Middle Name	▼ Suffix	▼ Role	▼ Responsible Individual	▼ Primary Contact	•	Actions
Þ	chamberlain	anne		test		Employee				View
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	Granger	Hermione		ChangeName	Ms	Administrator				View
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Þ	Granger	Hermione	Cha	angeName 1	Ms	Employee			_	View
le-	Vane	Harriet				Employee				View

Employee

Woman

Wonder

Apply for Exams



From the Individual profile, select Exams and Apply in the upper right





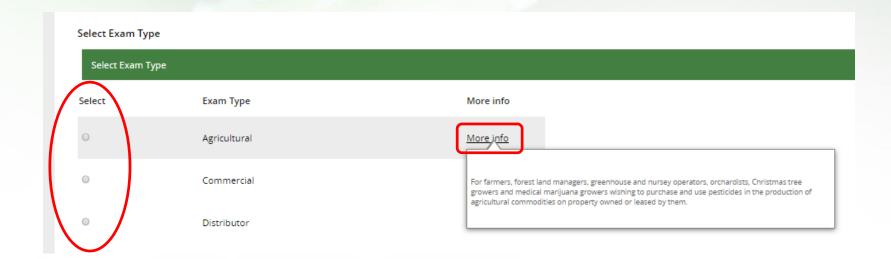
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	2 3	4	5 6			
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pplicant Informati	on					
Personal deta	ils					
First Name*			Middle Name		Last name *	
Hermione					Granger	
Suffix Ms			Date of Birth★ Feb ▼ 14 ▼ 1988 ▼			
IVIS			FED ▼ 14 ▼ 1988 ▼			
Mailing Addre	ess details					
Address Line*			Address Line 2		Address Line 3	
16 Griffindor I			Room 555		Address Line 3	
City*			State*		Zip Code*	
Augusta			Maine ▼		04330	
Country*						
United States	▼					
Physical Locat	tion					
✓ Same as about	ove					
Antonostino			Address Line 2		Anthony Line 2	
Address Line 16 Griffindor I	Hall		Address Line 2 Room 555		Address Line 3 Room 555	
	TO II		State		Zip Code	
City Augusta			Maine ▼		04330	
			Trialite 1		0.1330	
Country United States	▼					
Communication	on details					
Primary Phone	*		Secondary Phone		Email*	
(207) 621-4578					annebills@rocketmail.com	
			Next	t»		

Edit the employee's personal information as necessary. Be sure the Email address is correct as this is how they will receive exam schedules and scores. Select <u>Next</u>

Select Exam Type



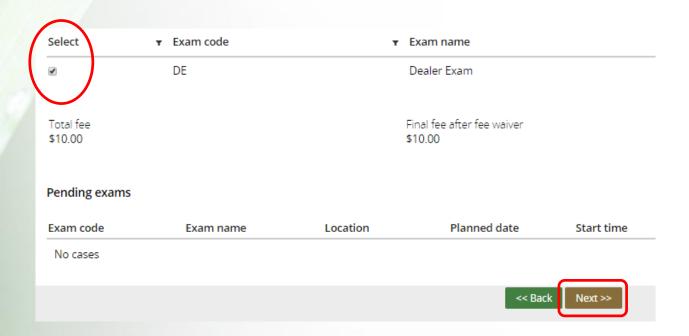
Select the type of exams required. If you're not sure, click on More info on the right.





Distributor Exams

If Distributor Exams was selected, only one exam will be listed. Select the exam and Next

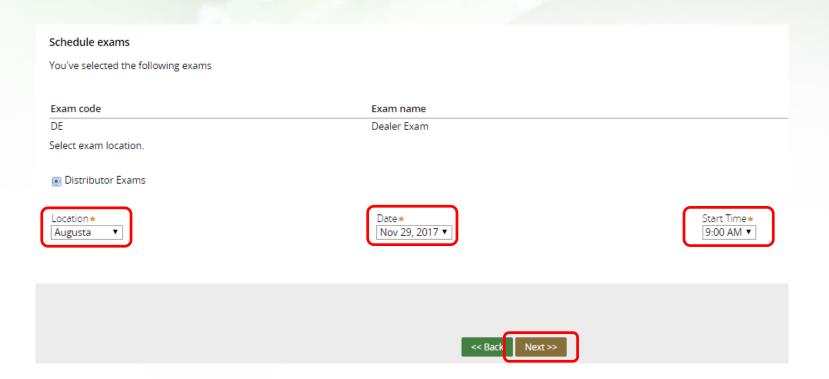


fppt.com

Distributor-Schedule Exam



Click on the box next to Distributor Exams. Select a Location, Date, and Start Time from the dropdown boxes. Select Next.





Disclosure Form

Select the I Agree box, sign in the box, and select Next

Disclosure for all users:

7/22/17 1:34 PM

Harriet Vane

By clicking the box below and signing in the box provided, I hereby certify that the information provided on this application an

✓ I Agree



<< Back

Next >>

Make a Payment



Enter payment information. If address associated with a credit card is a Post Office Box, enter the number first.

If you want an email receipt from the State of Maine, select the box next to Send Email Receipt.

Select Finish.

∄ Send Email Receipt		
mail Address for Receipt		
annebills@rocketmail.com		
Payment Options * EFT ▼		
First Name on Checking Account	Last Name on Checking Account	
Company/Agency Name on Checking Account	Zip Code on Checking Account *	
Hogwarts-Griffindor	04345	
Routing Number*	Routing Number Confirmation★	
551554412	551554412	
Checking Account Number*	Checking Account Number Confirmation*	
64599511193665552	6459951119366552	
Amount (\$) * 30.00		

Emails



Scheduling information and scores will be sent via email. The person who completed the application will receive copies of the emails sent to the employee,.

Hermione Granger Ms 16 Griffindor Hall Room 555

Augusta ME 04330

Dear Hermione Granger,

Your application for exam(s) has been received. See below for exam location, date and time. Directions to the BPC offices may be found on the BPC website at http://www.maine.gov/dacf/php/pesticides/driving.shtml. You must provide at least 24 hour notice if you will not be able to attend the exam session or else you must re-apply and re-pay all fees.

If you have questions, please contact the BPC office at 207-287-2731 or email pesticides@maine.gov.

Exam Name	Location	Date	Time
Turf	Augusta	11/29/17	9:00 AM
Indoor Ornamental	Augusta	11/29/17	9:00 AM
Seed Treatment	Augusta	11/29/17	9:00 AM
Aqautic	Augusta	11/29/17	9:00 AM

Thank you,

Manager of Pesticide Programs (207) 287-2731 pesticides@maine.gov



Thank you

This module explains how to apply for the Dealer exam for a company employee. Please view other modules (at maine.gov/bpc) to learn how to accomplish other tasks.

Thank you for using the BPC online portal. We hope you find it useful.

Call the BPC offices at 207-287-2731 or email pesticides@maine.gov with questions.