

A close-up photograph of a green leaf with several clear water droplets. A small red ladybug with black spots is positioned on the right side of the leaf, facing right. The background is a soft, out-of-focus green.

Maine Board of Pesticides Control Online Portal

Applying for Licenses for Employees-Commercial

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

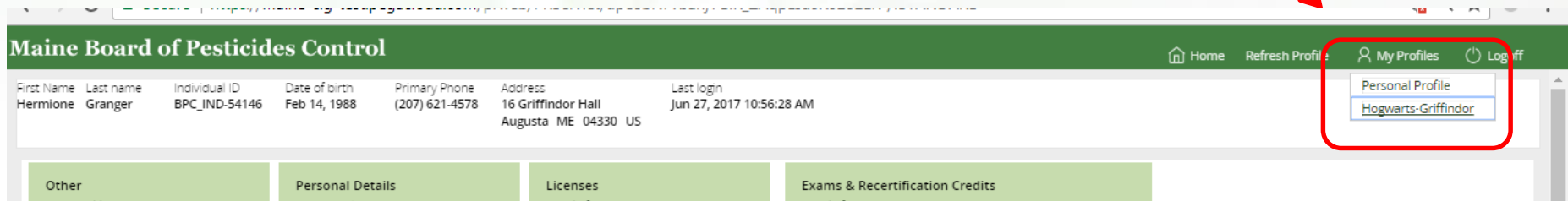
This module describes how a Company Administrator can apply for commercial licenses for employees (Master Applicator, Operator Applicator, Restricted Use Pesticide Dealer). Be sure the employee has passed the necessary exams before applying for a license.

If unsure of the license or exams 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.



Maine Board of Pesticides Control

Home Refresh Profile My Profiles Log off

First Name	Last name	Individual ID	Date of birth	Primary Phone	Address	Last login
Hermione	Granger	BPC_IND-54146	Feb 14, 1988	(207) 621-4578	16 Griffindor Hall Augusta ME 04330 US	Jun 27, 2017 10:56:28 AM

Other Personal Details Licenses Exams & Recertification Credits

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

Company Licenses **Company Personnel** Branches Communication

MAIN OFFICE PERSONNEL DETAILS

Last name	First Name	Middle Name	Suffix	Role	Responsible Individual	Primary Contact	Actions
▶ chamberlain	anne	test		Employee			View
▶ MOUSSEAU	ANNE	ChangeName		Employee			View
▶ Granger	Hermione	ChangeName	Ms	Administrator			View

BRANCH PERSONNEL DETAILS

Last name	First Name	Middle Name	Suffix	Role	Responsible Individual	Primary Contact	Actions
▶ Granger	Hermione	ChangeName	Ms	Employee			View
▶ Vane	Harriet			Employee			View
▶ Woman	Wonder			Employee			View

Apply for Licenses

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



Maine Board of Pesticides Control Hogwarts-Griffindor

Home Refresh Profile My Profiles Logoff

Individual: Hermione Granger Ms

Individual ID Date of Birth
BPC_IND-54146 —

Exams License Update Refresh Close

Apply

Reprint

Renew

Terminate / Inactivate

Reactivate

License Categories/Commodities Communication Credits Exams

- 1 Applicant Information
- 2 Select License Type
- 3 Select License
- 4 Disclosures
- 5 Payments

Enter applicant information.

Personal Details

First Name: Hermione Middle Name: Last name: Granger
Suffix: Ms Date of Birth: Feb 14, 1988

Mailing Address

Address Line*: 16 Griffindor Hall Address Line 2: Room 555 Address Line 3:
City*: Augusta State*: Maine Zip Code*: 04330
Country*: United States

Physical Location

Same as above

Address Line*: 16 Griffindor Hall Address Line 2: Address Line 3:
City*: Augusta State*: Maine Zip Code*: 04330
Country*: United States

Communication Details

Primary Phone*: (207) 621-4578 Secondary Phone: Email*: annebills@rocketmail.com

Next >>

Edit the employee's personal information as necessary. Be sure the Email address is correct as this is how they will receive their license. Select Next

Select Office

Select whether the individual works for the main office or a branch (note that this may not display if your company does not have branches). If Branch is selected, choose from the dropdown list.

Apply for License (APPLY-1263)

1 Applicant Information 2 Select License Type 3 Select License 4 Disclosures 5 Paym

Select License Type

Associate License With:

Main Office
 Branch

Select Branch:*

- Select...
- Select...
- Hogwarts-Griffindor Branch 1 - Gardiner
- Hogwarts-Griffindor Branch 2 - afdd
- Hogwarts Branch 3 - afdd

Agricultural [More Info](#)

Commercial [More Info](#)

Distributor [More Info](#)

Select License Type

Select the type of license required. If you're not sure, click on More info on the right. Select Next at the bottom of the screen.

Apply for License (APPLY-1263)

1 Applicant Information 2 Select License Type 3 Select License Type 4 5

Select License Type

Associate License With:

Main Office
 Branch

Select License Type

<input type="checkbox"/>	Agricultural
<input checked="" type="checkbox"/>	Commercial
<input type="checkbox"/>	Distributor

[More Info](#)

[More Info](#)

For professionals using any pesticide in a variety of occupations including:

- Application of any restricted-use pesticide for purposes other than producing an agricultural commodity;
- Use of any pesticide as a service for which compensation is received. Examples include lawn and landscape care; tree and shrub care; tick and mosquito control; vegetation management and home pest control;
- Use of any pesticide in a licensed food or eating establishment;
- Use of any pesticide in connection with duties as an official or employee of federal, state or local government, including municipal agencies, schools, universities and housing authorities; and
- Use of any pesticide on non-agricultural sites open to public use. Property is considered open to use by the public when the owner permits routine access by the public, even if a fee is charged for such use. Examples include: office and apartment buildings and grounds; golf courses, campgrounds and other outdoor recreation facilities; hospitals and nursing homes; retail and commercial spaces.

Commercial Licenses

Select a license by clicking on Add next to the license name

Apply for License (APPLY-1263)

- 1 Applicant Information
- 2 Select License Type
- 3 Select License
- 4 Disclosures
- 5 Payments

Select at least one license from each License Type

Commercial

Action

Name

Fee

Add

Commercial Master Applicator

\$105.00

Add

Commercial Operator

\$105.00



Restricted Use Dealer License



Select Add next to the license name

Apply for License (APPLY-1264)

1 Applicant Information 2 Select License Type 3 Select License 4 Disclosures 5 Payments

Select at least one license from each License Type

Distributor	Name	Fee
<input type="button" value="Add"/>	Restricted Use Pesticide Dealer	\$60.00

Error Messages



If the applicant is not qualified for the selected license, error message(s) will display

Apply for License (APPLY-1265)

Errors:

- Eligible Products:** at least one exam in Categories 1 – 9 at least one Core Exam both the Master Written Regulations and Master Oral Exams

Apply for License (APPLY-1265)

Errors:

- Eligible Products:** at least one exam in Categories 1 – 9 at least one Core Exam You must have at least one category matching the master licenses at the Branch/Main Office.

Apply for License (APPLY-1264)

Errors:

- Eligible Products:** To apply for a Restricted Use Pesticide Dealer license you must have passed : Dealer Exam

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



Clear

<< Back

Next >>

License Exception



If the applicant has or has had a license with the BPC (even if it expired or terminated), the following message will display.

Apply for License (APPLY-1263)

Your license application requires special processing. You will be contacted by BPC staff to complete the process.

To accommodate the new matching license/certification period, the license expiration date will be set to match the applicant's other license(s). The price will be set accordingly. You will need to reopen the application from My Worklist on the Company/Agency home page to make a payment and complete the process.

Make a Payment

If the applicant does not have a license with the BPC, the payment screen will display and the license/certification period will be set to expire on 12/31 of the third year.

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.

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

Send Email Receipt

Email 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 Hogwarts-Griffindor	Zip Code on Checking Account* 04345
Routing Number* 551554412	Routing Number Confirmation* 551554412
Checking Account Number* 6459951119366552	Checking Account Number Confirmation* 6459951119366552

Amount (\$) *
30.00

<< Back Finish

Emails

Licenses will be sent via email as pdf attachments. The person who completed the application will receive copies of the emails sent to the employee. Emails are sent from noreply@maine.gov.

Sent: (Not yet sent)
From: noreply@maine.gov
To: annebills@rocketmail.com
Subject: Maine BPC License Information

July 19, 2017

HERMIONE GRANGER Ms
16 Griffindor Hall
Room 555
Augusta, ME 04330

Dear Hermione Granger,

Your Commercial Master Applicator has been approved. A pdf of your license is attached. Please note that we will not be sending you a paper copy of your license; please open the attachment and print a copy for yourself.

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

Company/Agency Name: Hogwarts-Griffindor
License Name: Commercial Master Applicator
Issue Date: Jul 19, 2017
Expiration Date: Dec 31, 2019

Thank you,
Maine Board of Pesticides Control
pesticides@maine.gov
(207) 287-2731

Emails



State of Maine
Maine Department of Agriculture, Conservation and Forestry
BOARD OF PESTICIDES CONTROL

License Number: CMA-250

HERMIONE GRANGER MS

Hogwarts-Griffindor Branch 2

Has qualified as required by 22 MRSA Chapter 258-A as:

Commercial Master Applicator

Categories: 1B

ISSUE DATE: 7/19/2017

EXPIRATION DATE: 12/31/2019

Thank you

This module explains how to apply for commercial licenses 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.