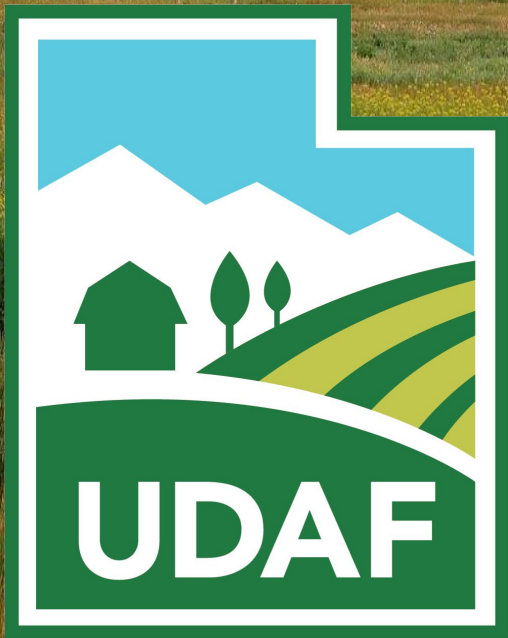


Utah Pesticide Licensing: How to Obtain a New Non-Commercial Pesticide Applicator License

UTAH DEPARTMENT OF
AGRICULTURE & FOOD



License Types

- 4002 - "Non-Commercial Pesticide Applicator" means any person working as an employee of any entity, firm, or government agency who uses or demonstrates the use of any restricted use pesticide on the entity's property, or any property occupied, managed, or under the direction or authority of any entity, firm, or government agency, and does not require a commercial pesticide applicator's license.

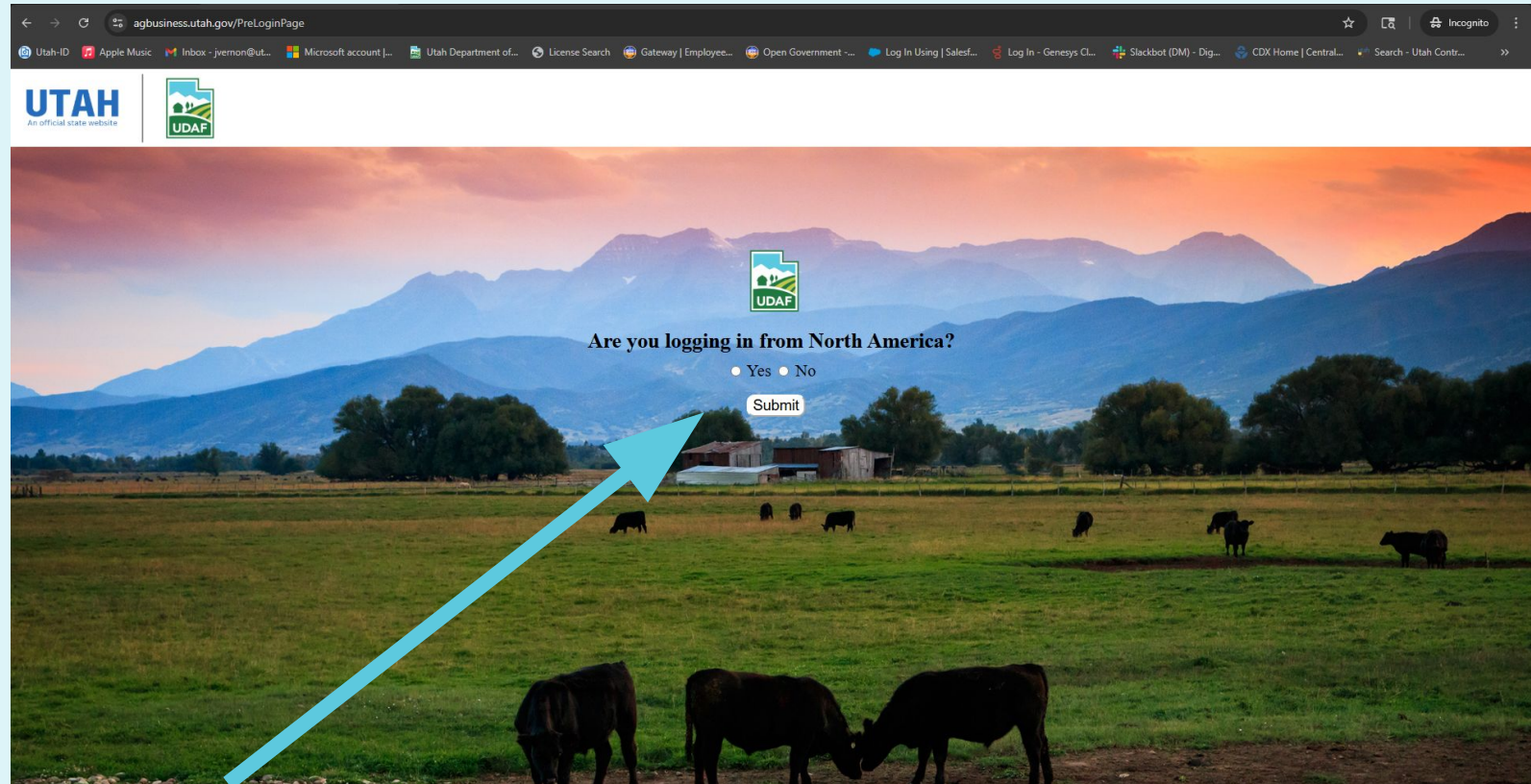
Non-Commercial Pesticide Applicator

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How do I obtain a new Non-Commercial Pesticide Applicator license?

- **First**, make sure to use a Private or Incognito window and go to our new AIMS website:

agbusiness.utah.gov

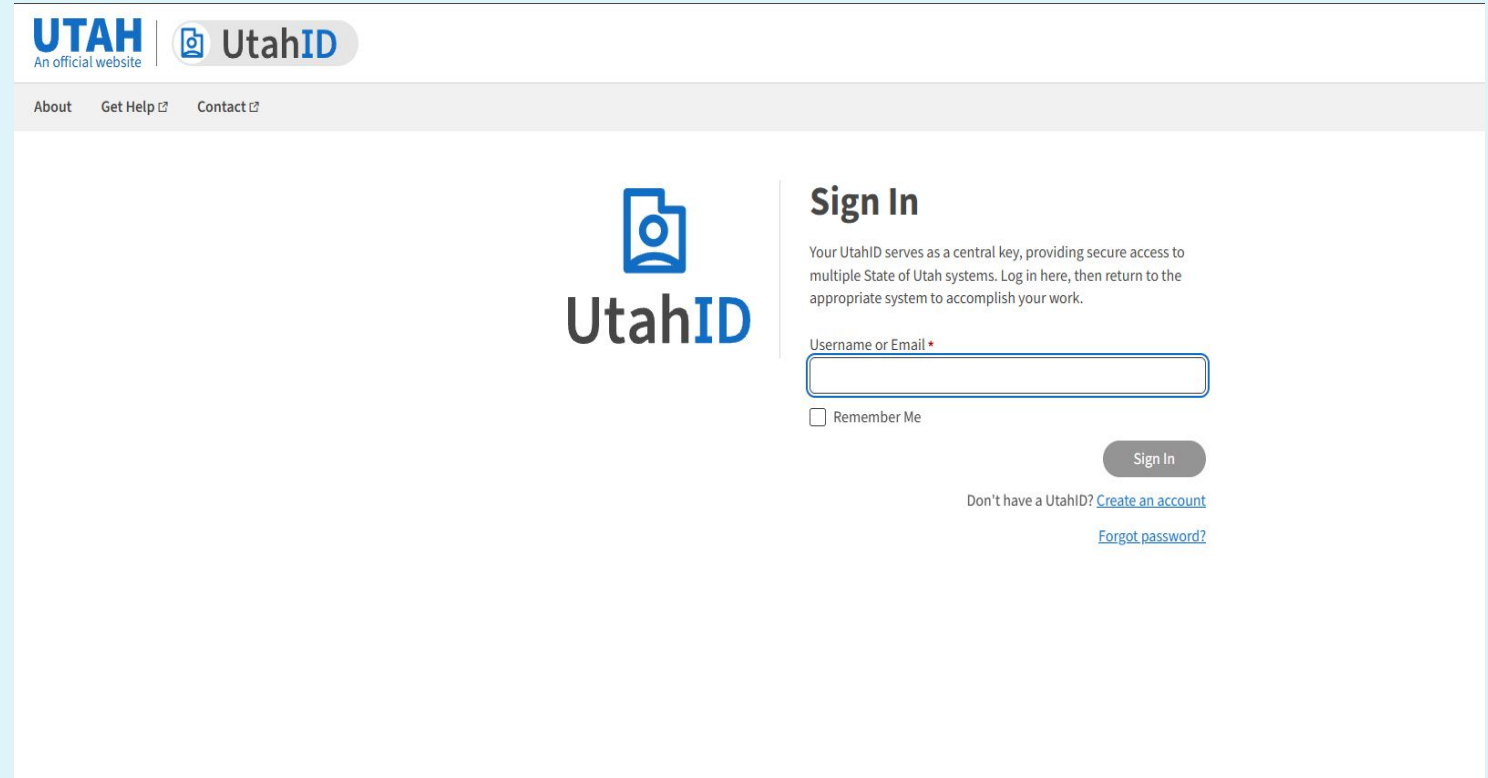


- Select "Yes" if you're logging in from North America. Then click "Submit".

Non-Commercial Pesticide Applicator

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- You will be redirected to sign in to your UtahID account.
- If you already have a UtahID account that uses a **PERSONAL** email address, then sign in to your UtahID account.

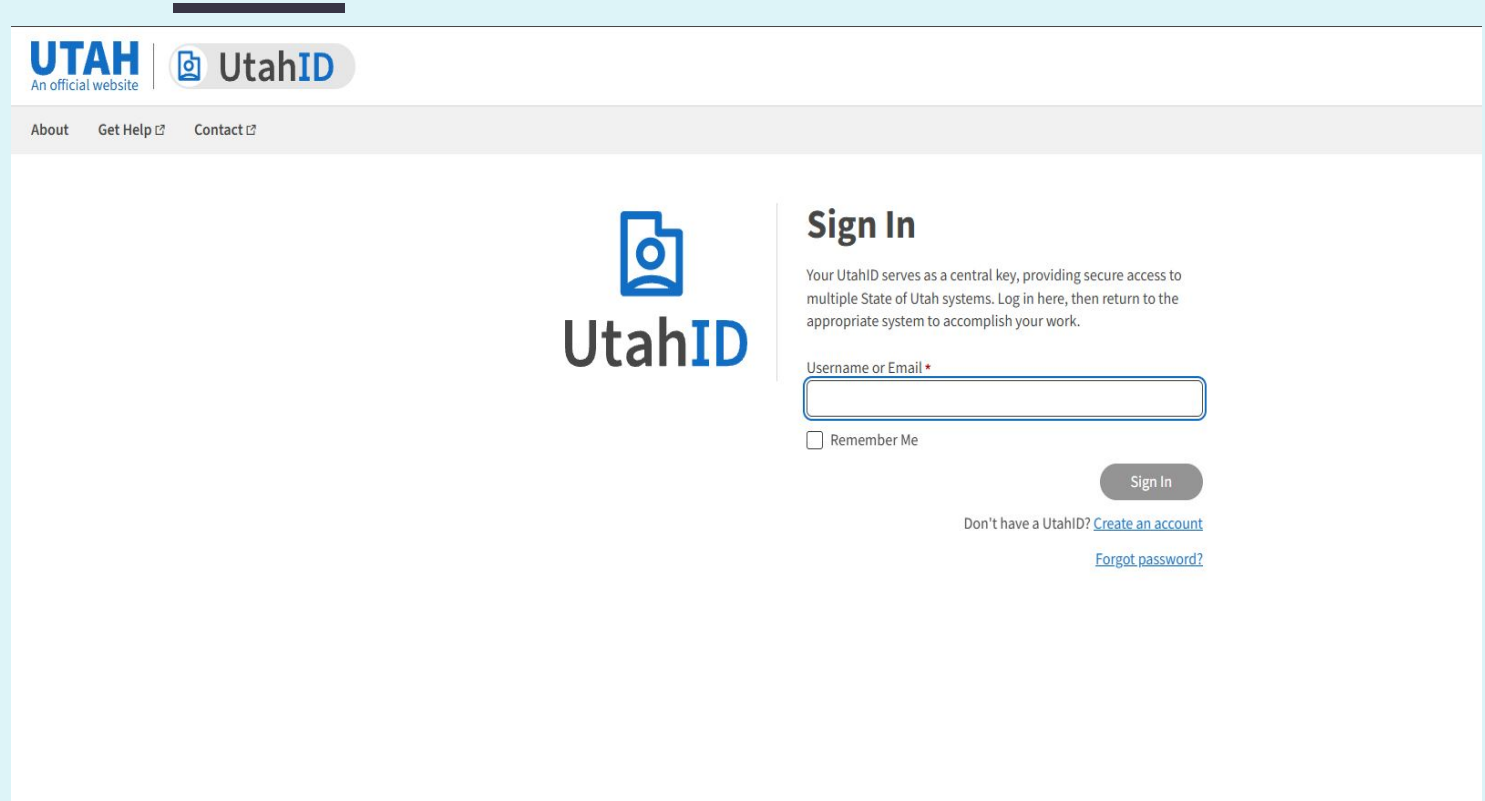


The screenshot shows the UtahID sign-in interface. At the top left, there is the Utah logo with the text "An official website" and the UtahID logo. Below this is a navigation bar with links for "About", "Get Help", and "Contact". The main content area features the UtahID logo on the left and a "Sign In" section on the right. The "Sign In" section includes a heading, a descriptive paragraph, a text input field for "Username or Email", a "Remember Me" checkbox, a "Sign In" button, and two links: "Don't have a UtahID? [Create an account](#)" and "[Forgot password?](#)".

Non-Commercial Pesticide Applicator

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- If you don't have a UtahID account, you will need to create one. You need to use a **PERSONAL** email address for your personal UtahID and AIMS account.

A screenshot of the UtahID Sign In page. The page features the Utah logo and UtahID branding at the top. Below the branding, there are navigation links for 'About', 'Get Help', and 'Contact'. The main content area is titled 'Sign In' and includes a sub-header explaining that the UtahID serves as a central key for accessing various state systems. A text input field is provided for 'Username or Email', with a 'Remember Me' checkbox below it. A 'Sign In' button is located to the right of the input field. At the bottom of the sign-in section, there are two links: 'Don't have a UtahID? Create an account' and 'Forgot password?'.

- **DO NOT USE A WORK EMAIL ADDRESS.**

- Go here for visual aids on how to create a UtahID account:

<https://dts.utah.gov/idhelp/account-creation/>

Non-Commercial Pesticide Applicator

- After you sign in to your UtahID account, you may see this screen.
- Click “Allow” to proceed to the AIMS website at agbusiness.utah.gov.



Non-Commercial Pesticide Applicator

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- You will be asked if you already have a registered AIMS account.
- **If you have never** had a Utah pesticide applicator license, **or** it's been **more than four years** since you had one, select "No".

UTAH
An official state website

UDAF

Home

Jared Vernon

Utah Department of Agriculture and Food

Welcome Jared!
Kindly Fill in below Profile Registration Form

Account Register

Do you have a Registered Account?

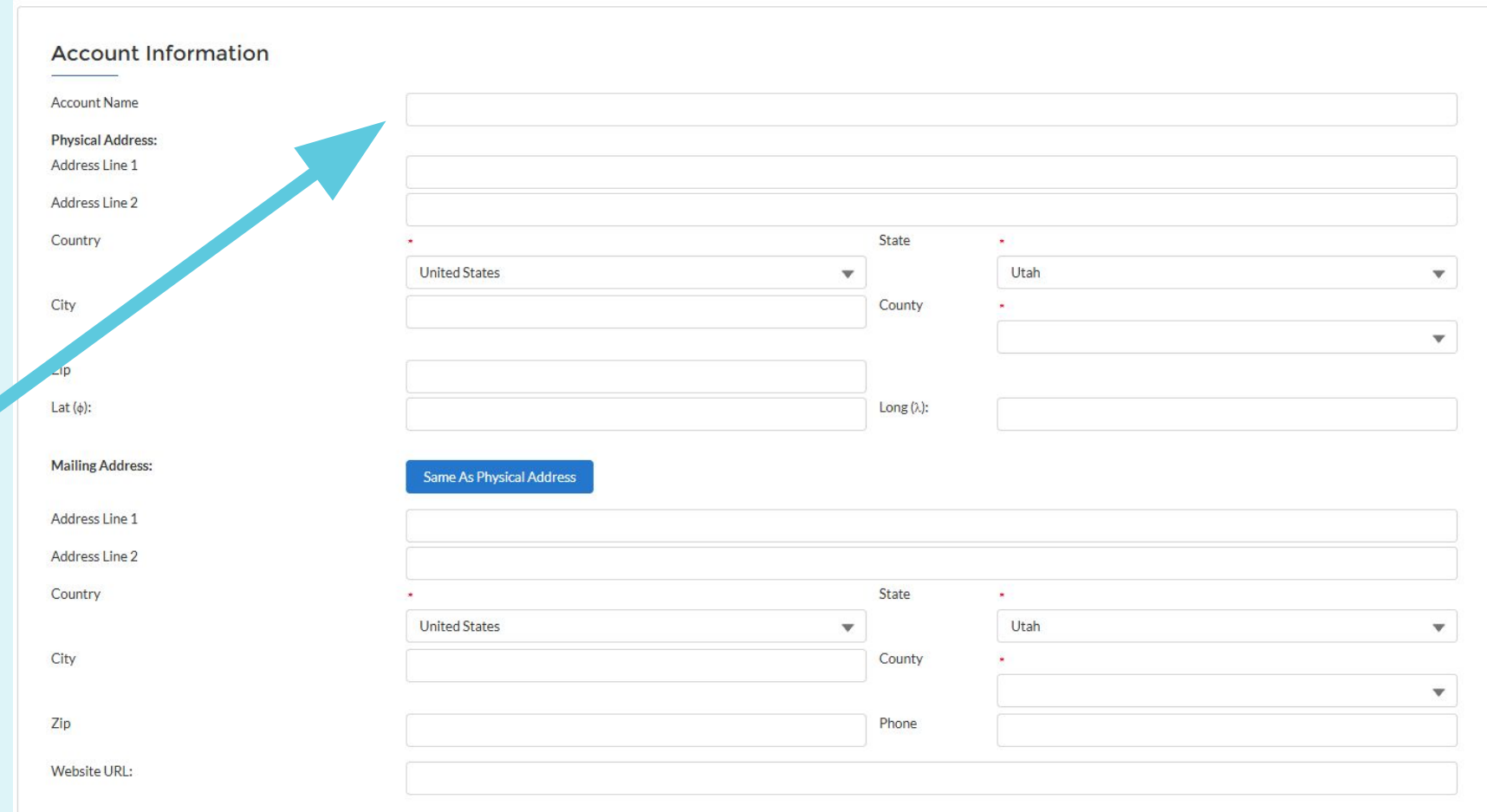
Yes No

Select 'Yes' if you have or have had a permit, license, certificate or registration with UDAF. If, after selecting 'Yes' you still have issues finding your company, please contact your program support so that we can assist.

Next

Non-Commercial Pesticide Applicator

- You will then create your AIMS account by filling in all of the information.
- The Account Name is your full name.



The screenshot shows a web form titled "Account Information" with two main sections: "Physical Address:" and "Mailing Address:". Each section contains fields for Address Line 1, Address Line 2, Country (a dropdown menu with "United States" selected), City, and Zip. The "Physical Address:" section also includes State (a dropdown menu with "Utah" selected), County (a dropdown menu), and Long (λ): (a text input field). A blue button labeled "Same As Physical Address" is positioned between the two sections. A large blue arrow points from the "Account Name" field in the "Physical Address:" section to the text in the second bullet point of the list on the left.

Non-Commercial Pesticide Applicator

- The Physical Address is where you live.
- The Mailing Address is where you receive mail.
- Make sure you add your phone number.

Account Information

Account Name

Physical Address:

Address Line 1

Address Line 2

Country

State

City

Zip

Lat (φ):

Long (λ):

United States

Utah

County

Mailing Address:

Address Line 1

Address Line 2

Country

State

City

Zip

Phone

Website URL:

Same As Physical Address

Non-Commercial Pesticide Applicator

- For your personal AIMS account, select “Individual”.
- Make sure you select the Pesticides box.

Individual : An individual is someone who is applying for a personal use license, permit, or product registration, For Example: A Pesticide applicator, An Individual industrial hemp grower etc.
Company/Business : A company is a stand alone entity that manages licenses, permits and product registrations for themselves. Do not pick this option if you intend to manage licenses/permits or product registrations on behalf of other companies or Individuals.
Third Party : A 3rd party is an entity that manages licenses, permits and product registration on behalf of other companies and individuals.
Corporate HQ : A Corporate HQ is an entity that manages licenses, permits and product registrations for subsidiaries, franchisees or Individuals that come under the Corporation. For Example : 7-Eleven corporate headquarters would choose this option to manage 7-Eleven licenses for all of its franchisees

Entity Type Individual Company Corp HQ 3rd Party

UDAF Program Affiliation *

Organics Medical Cannabis Industrial Hemp Establishment Registration Nursery Produce Safety Pesticides Apiary Seed Weed
 Kratom Feed & Fertilizers

Error: Required

Non-Commercial Pesticide Applicator

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- For your individual AIMS account, you **DO NOT** have a DBA. Just click “Next”.

Account Information Continued

DBA(S) OR FORMER NAME(S) LISTING(S)

Add

Previous

Next



Non-Commercial Pesticide Applicator

- Enter your phone number.

- Select "Pesticides".

- Select "Other".

- Click "Save".

Contact Information

Primary Contact: Jared | Vernon | Suffix

Primary Contact Email: jaredlarryvernon@gmail.com

Phone: [Empty]

Programs

Organics Medical Cannabis Industrial Hemp Nursery Pesticides Apiary Seed Weed Kratom Feed & Fertilizers

Error: Required

Role Selection:

- Accounting/Finance Contact
- Administration/Management Contact
- Billing Contact
- Branding Contact
- Business User
- Facility Contact
- Inspection Contact
- International Contact
- Lab Contact
- Marketing/Sales Contact
- Operations Contact
- Other
- Owner
- Production Contact
- Quality Assurance Contact
- Regulatory Contact
- Sampling/Results Contact
- Shipping Contact
- Technical Support Contact

Error: Required

Additional Contacts

FIRST NAME	LAST NAME	EMAIL

Buttons: Add Contact, Pre, Save

Non-Commercial Pesticide Applicator

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- You've successfully created your AIMS account.
- Select "Finish".

Acknowledgement

Thank you for registering!

Finish



Non-Commercial Pesticide Applicator

- You should now see your Home Page, with your name in the upper right corner. This is your AIMS Profile.



- Click on the “Pesticide” tile.

Non-Commercial Pesticide Applicator

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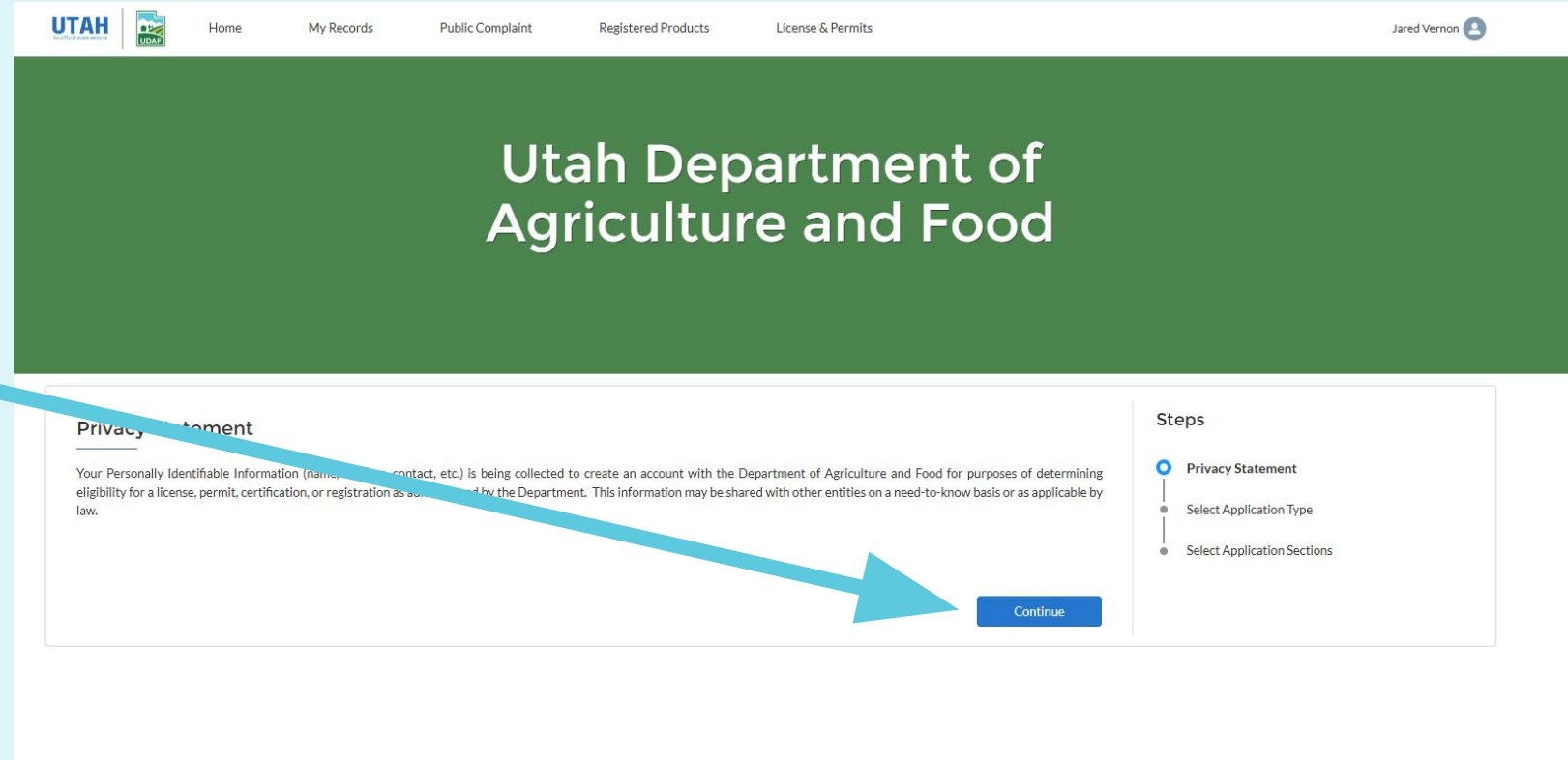
- Then click on the Pesticide License Application tile.



Non-Commercial Pesticide Applicator

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- Read the Privacy Statement and then click “Continue”.



The screenshot shows the Utah Department of Agriculture and Food (UDAF) website. The navigation bar includes links for Home, My Records, Public Complaint, Registered Products, and License & Permits. The user is logged in as Jared Vernon. The main heading reads "Utah Department of Agriculture and Food". Below this, the "Privacy Statement" section is active, displaying a notice about the collection of Personally Identifiable Information (PII) for account creation. A blue arrow points from the text "then click 'Continue'" to a blue "Continue" button. To the right, a "Steps" sidebar shows the current progress: "Privacy Statement" (completed), "Select Application Type", and "Select Application Sections".

UTAH UDAF

Home My Records Public Complaint Registered Products License & Permits Jared Vernon

Utah Department of Agriculture and Food

Privacy Statement

Your Personally Identifiable Information (name, address, contact, etc.) is being collected to create an account with the Department of Agriculture and Food for purposes of determining eligibility for a license, permit, certification, or registration as required by the Department. This information may be shared with other entities on a need-to-know basis or as applicable by law.

Continue

Steps

- Privacy Statement
- Select Application Type
- Select Application Sections

Non-Commercial Pesticide Applicator

- Select a “New Application”.
- Verify the Account Name and Contact Name are **you**.
- Select your Type of License.

Select Application Type

*Type of Application
 New Application Renewal Application Change Request

Account Name
Jared Pest Test 4001 Applicators

Contact Name
Jared Vernon

*Type of License
 4000 - Commercial Business License
 4001 - Commercial Applicator
 4002 - Non Commercial Applicator
 4003 - Private Applicator
 4004 - RUP Dealer

- 4000 - "Commercial Business License" means a license issued by the department to a business responsible for supervising commercial pesticide applicators employed to apply pesticides on a commercial basis.
- 4001 - "Commercial Pesticide Applicator" means any person who uses or applies pesticides for hire or compensation, or who makes pesticidal claims, remedies, or advertises for hire or compensation, or who solicits the use of pesticides for hire or compensation.
- 4002 - "Non-Commercial Applicator" means any person working as an employee of any entity, firm, or government agency who uses or demonstrates the use of any restricted use pesticide on the entity's property, or any property occupied, managed, or under the direction or authority of any entity, firm, or government agency, and does not require a commercial pesticide applicator's license.
- 4003 - "Private Applicator" means any person who uses, or supervises the use of, any restricted use pesticide for producing any agricultural commodity on private property owned, rented, or leased by the pesticide applicator, or on the private property of another, if applied without compensation.
- 4004 - "Restricted Use Pesticide Dealer" means a licensed business which sells Restricted Use Pesticides to licensed applicators.

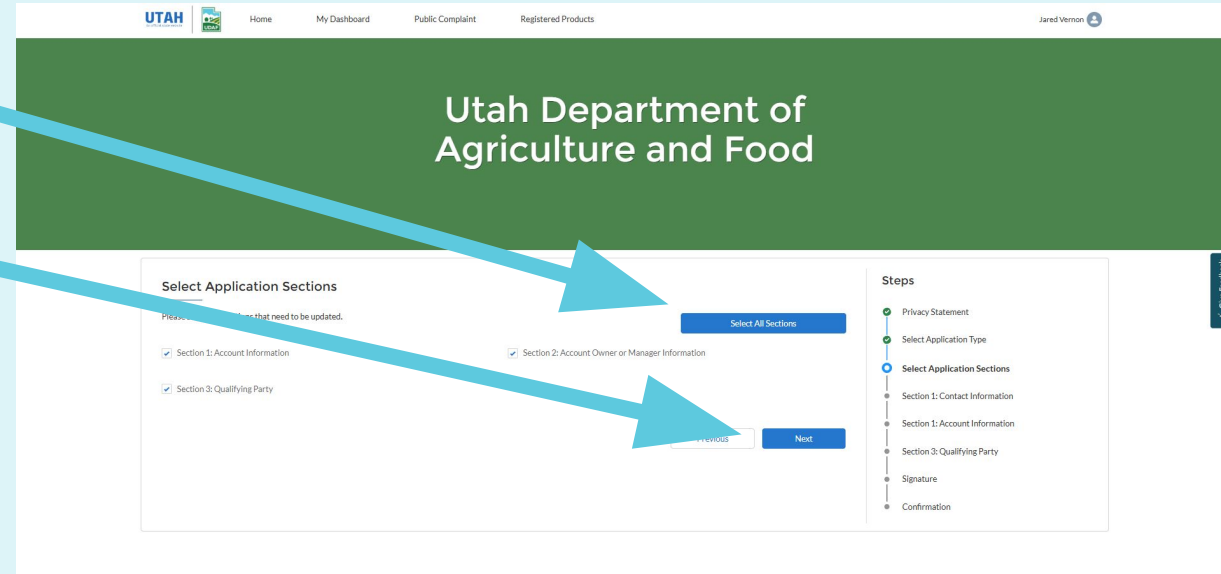
Previous Next

Steps

- Privacy Statement
- **Select Application Type**
- Select Application Sections

Non-Commercial Pesticide Applicator

- “Select All Sections” and then click “Next”.



Non-Commercial Pesticide Applicator

- Verify your Contact Information then click “Next”.

- The greyed-out information can only be changed in your AIMS Profile.

Section 1: Contact Information

Primary contact for the application

Jared	Vernon
Phone Number	Email
(123) 123-1234	pesttest4001jared@gmail.com

Previous Next

Steps

- ✓ Privacy Statement
- ✓ Select Application Type
- ✓ Select Application Sections
- ✓ Section 1: Select Applicable Doing Business As (DBA)
- **Section 1: Contact Information**
- Section 1: Account Information
- Section 3: Qualifying Party
- Signature
- Confirmation

Non-Commercial Pesticide Applicator

- Verify your Account Information, then click “Next”.
- The greyed-out information can only be changed in your AIMS Profile.

Section 1: Account Information

What is the Account name?

Business website (if applicable)

Account Physical Address
If this address is wrong it can be updated in your profile.
If this facility is in a different location please specify below under Additional Locations. If this address is wrong it can be updated in your profile.

Address Line 1*

Address Line 2

Country State

County

Zip

*How to find GPS Coordinates on Google Maps: Go to Google Maps and find your location. Right click on your site and choose 'What's Here?'
Use Decimal Format (Example: 40.776924, -111.937890)*

Lat (°) Long (°)

Account Mailing Address
If this address is wrong it can be updated in your profile.

Address Line 1*

Address Line 2

Country State

City County

Zip

Additional Location(s)
If this permit/license is for a location other than the account address above please enter it below.

LOCATION NAME	COUNTRY	STATE
<input type="text"/>	<input type="text"/>	<input type="text"/>

Non-Commercial Pesticide Applicator

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Confirm Reciprocal License

*Are you applying for a new Reciprocal License?

Yes No

Previous

Next

- Only choose “Yes” if you are trying to obtain a Reciprocal License from another State.
- Select “No” if you are NOT obtaining a reciprocal license. **MOST** Utah Applicators select “No”.

Non-Commercial Pesticide Applicator

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4002 - Non Commercial Applicator

* Applicator Birth Date

10-30-2024

Government Issued ID

Upload a Valid Government Issued ID (front and back)

Upload Files Or drop files Attach

- Enter your Birth Date. You MUST be at least 18 years of age.

Non-Commercial Pesticide Applicator

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- Select your valid Government Issued ID from the drop-down list.

4002 - Non Commercial Applicator

* Applicator Birth Date
10-30-2024

Government Issued ID

Upload a Valid Government Issued ID (front and back)

Upload Files Or drop files Attach

- Then upload a photo, both front and back, of your valid Government Issued ID.

Non-Commercial Pesticide Applicator

- Upload a Passport type photo. This photo is what will appear on your pesticide applicator license.

- **FOLLOW THE DIRECTIONS AND THE EXAMPLE.**


Passport Photo (Photo will appear on your pesticide applicator license card)

Face in center of the photo, natural expression

No hat or sunglasses

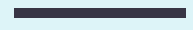
Good contrast (not too light or too dark) and no filter

Plain, neutral background



Upload Files Or drop files Attach

Non-Commercial Pesticide Applicator



- Select whether you have the Aerial Application Pest Control category.
- If you have the Aerial Application Pest Control category, or wish to obtain this category, you must also upload a picture of your Pilot License.

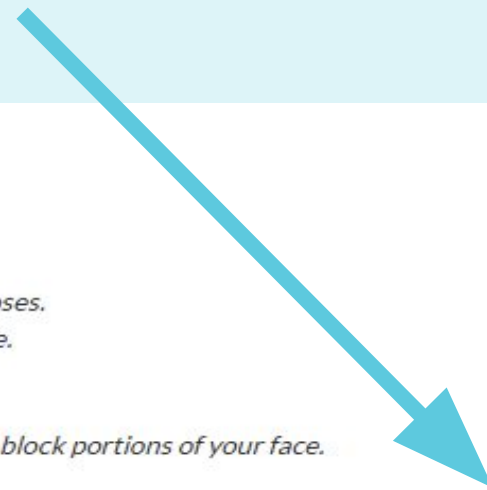
- *Do not submit photocopies or digitally-scanned photos.*
- *Do not submit a damaged photo with holes, creases, or smudges.*
- *Have a neutral facial expression with both eyes open and mouth closed.*
- *Face the camera directly with full face in view.*
- *Take off any eyeglasses, sunglasses, or tinted glasses.*
- *Take off your hat or head covering, unless your head covering is medically necessary or for religious purposes.*
- *Your full face must be visible and your hat or head covering cannot cast shadows or cover part of your face.*
- *You cannot wear headphones or wireless hands-free devices.*
- *You can wear jewelry and keep on your facial piercings as long as they do not hide your face.*
- *Take off any face covering or medical mask so your full face is visible and the face covering or mask do not block portions of your face.*

*Do you have the Aerial Application Pest Control category or do you plan on obtaining the Aerial Application Pest Control category?

Yes No

Previous

Next



Non-Commercial Pesticide Applicator

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Signature

I, the undersigned, understand and acknowledge that my electronic signature on this document is the same as a handwritten signature for the purposes of validity, enforceability, and admissibility. By signing below, I hereby certify that the information provided in this document is true and accurate to the best of my knowledge and belief.

Capture Signature

Clear

Signed By Name:

Job Title:

Date of Signature:



Previous

Next

- Complete the Signature page, making sure to click the “Capture Signature” button after you sign your name.

Non-Commercial Pesticide Applicator


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- Follow the instructions and complete your chosen form of payment.

Confirmation

Your 4002 - Non Commercial Applicator Application is submitted successfully. Your application number is: PEST-00024159

Complete the payment of Non-Refundable Application Fee \$25 for your Application.

 **Fee Details**

Fee Type (License / Product Fee)	Quantity	Unit Price	Total Price
4002 - Pesticide Non-Commercial Applic...	1	\$25.00	\$25.00

Grand Total: \$25.00

[Print Invoice](#)

Your application will be subject to a review once the payment is made. If your payment is not received within 30 days, your application will become inactive and you will need to reapply. Payments are non-refundable.

Please select the Payment Mode:

Credit Card E-Check Offline Payment Invite Payer

Non-Commercial Pesticide Applicator

- Congratulations, you've successfully submitted your application.
- You'll receive an automatic email with your receipt.

Non-Commercial Pesticide Applicator

- You'll receive an automatic email letting you know your application has been successfully submitted.
- Your application will then go into the queue to be reviewed. The review process can take as many as **five** business days. You can check the status of your application in your [AIMS](#) account.

Non-Commercial Pesticide Applicator

- Once your application has been reviewed and “Approved for Testing”, you’ll receive an automatic email notifying you that your application has been approved.
- **DO NOT** make any appointments with any Testing Centers until you have received your email notification that you have been “Approved for Testing”.

Non-Commercial Pesticide Applicator

- You **WILL NOT** have access to the Pesticide Category Exams until your Pesticide License Application has been reviewed and “Approved for Testing”.
- Use the time that your application is being reviewed to study for your Pesticide Category Exams.
- Here is a link for the Pesticide Category Study Manuals:
<https://ag.utah.gov/pesticides/continuing-education/pesticide-educational-materials/>

Non-Commercial Pesticide Applicator

- You may take your pesticide Category Exams either online or at an approved Testing Center. Verify you have access to the Pesticide Exams by going to the Pesticide Exam website at:

pesticidetesting.utah.gov

- Once you have access to the Pesticide Category Exams, you may select the exams you would like to take.

Non-Commercial Pesticide Applicator

- To take your exams online, utilizing an online proctor, go to our testing website at:

<https://pesticidetesting.utah.gov>

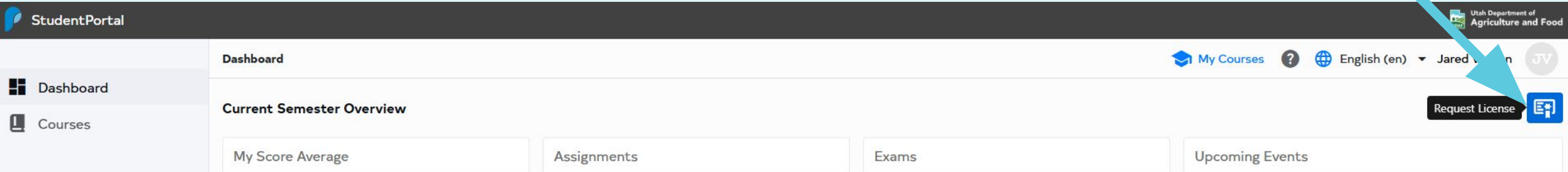
- To take your exams at a Testing Center, you must make an appointment at your chosen Testing Center. We have a list of Testing Centers on our website at:

<https://ag.utah.gov/pesticides/pesticide-licensing-testing-centers/>

Non-Commercial Pesticide Applicator

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- Successfully pass your chosen pesticide category exams with a score of 70% or higher.
- When you have successfully passed all of your exams, you'll need to notify the UDAF Pesticide Program Licensing Team by clicking on the blue **“Request License”** button located on your DigitalDesk Dashboard.



The screenshot shows the StudentPortal interface. The top navigation bar includes the StudentPortal logo, the Utah Department of Agriculture and Food logo, and user information for Jared V. In the main content area, there is a 'Request License' button with a blue icon, which is highlighted by a blue arrow pointing from the text in the slide above. The dashboard also displays sections for 'Current Semester Overview' with sub-sections for 'My Score Average', 'Assignments', 'Exams', and 'Upcoming Events'.

Non-Commercial Pesticide Applicator

- Once you notify UDAF that you have completed your exams, UDAF staff will review all of your exam scores, and a **Final Review** will be done on your license application.
- If you have successfully completed the license application and your exams, a Pesticide Applicator License will be issued to you. It may take up to **7 business days** to issue you a license **AFTER** you have completed the exams, so make sure you plan accordingly.

Non-Commercial Pesticide Applicator

- You can always check the status of your Pesticide License Application directly in your AIMS account.
- Once your license has been issued, you can download a copy of your license in your AIMS account.

THANK YOU

**If you encounter any issues with your
license application, contact the
Pesticide Program at:
udaf-pesticide@utah.gov
801.982.2300**

