

**PROCEDURE FOR SUPPLEMENTAL REGISTRATION  
OF E.P.A. REGISTERED PRODUCTS**

Federal law requires that your company must be supplementally registered for each disinfectant, herbicide, insecticide, or other registered pesticide product that you desire to sell. The registration process is quick and free of charge. One simple form must be completed for each separate product you wish to distribute.

Our office will fill out the form and mail it to you. You are allowed to use a product trade name that is different from the Athea name. If you choose to do so, let us at Athea know. If you do not choose a different trade name, the product will be given the standard Athea trade name. The trade name that is assigned to this product on the form will be used on the product label.

Sign and date the form, and mail it back to Athea as soon as possible. By law, our order for this product may be released for shipment only after the form has been received back at our office. We will complete the registration process and send you a copy of the completed, signed forms for your records.

If you will have your own custom label printed, we suggest that proofs be submitted for approval in advance. EPA registered product labels must conform to specific requirements, and prior approval will prevent delays in the shipment of your order. We will be glad to assist you in any way necessary.

**Note that individual states have regulations governing the sale, distribution and use of pesticide products, fertilizers and soil conditioners. It is the responsibility of the distributor to obtain the necessary registrations and permits required by each state. Athea Laboratories, Inc. assumes no responsibility for the registration of these products with the various states, and may require proof of state registration as a condition of sale. Our office will provide you with the address of the appropriate registering agency in each state, and other assistance that you might require.**

If you do not have a company number, you must write to the EPA to request that a number be assigned to your firm. This company number is a permanent identifying number, and will be used on all of your registered products, whether from Athea or another supplier. This number must be printed on the product label, so shipments of product cannot be made until this number is obtained. **Please note that the Firm Name and Address will be used on all of your EPA product labels.** Your request must be typed on your letterhead (Xerox copies are NOT acceptable), and signed by an officer of your firm. Use the following form as an example:

**YOUR LETTERHEAD**

**DATE**

Document Processing Desk (NEWCO)  
Office of Pesticide Programs (7504P)  
U.S. Environmental Protection Agency  
Ariel Rios Building  
1200 Pennsylvania Avenue, N.W.  
Washington, D.C. 20460

To Whom it May Concern,

Please assign a company number to our firm so that we may sub-register products for sale under our own private label.

Firm Name  
Company Address  
Contact Person  
Phone #

**YOUR SIGNATURE  
YOUR TITLE**