

VIRGINIA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES  
OFFICE OF PESTICIDE SERVICES

P. O. Box 1163 • Richmond, VA 23218  
Phone: (804) 786-3798 • Fax: (804) 786-9149 • [www.vdacs.virginia.gov](http://www.vdacs.virginia.gov)

**CHANGE OF INFORMATION**

CHANGE OF ADDRESS     CHANGE OF BUSINESS ADDRESS     CHANGE OF EMPLOYER

**NOTICE TO THE APPLICATOR:**

Your Virginia Commercial Pesticide Applicator certificate or Registered Technician certificate is issued to **YOU** by the VDACS' Office of Pesticide Services (OPS), and it is **YOUR** responsibility to maintain it, regardless of your employer. By notifying OPS you may transfer your certificate from one employer or location to another. The Office of Pesticide Services will contact you **by mail** one to three times a year (status report, renewal notice, new certificate) to enable you to maintain your certificate. It is important for you to keep us informed of any change in your mailing address.

**AUTHORIZATION STATEMENT:**

**I understand that it is my responsibility to maintain my certificate** and that I wish for all mailings from the Office of Pesticide Services to be sent to the address below.

Certificate No. (Required): \_\_\_\_\_  
Name of Applicator: \_\_\_\_\_  
Employer (Business) Name: \_\_\_\_\_  
 New Employer/Business  
VA Pesticide Business License # (if applicable): \_\_\_\_\_  
Business Telephone #: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
Area Code

**PREVIOUS ADDRESS:**  
Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**NEW ADDRESS:**  
Mailing Address: \_\_\_\_\_  
 Home  
 Business  
\_\_\_\_\_  
\_\_\_\_\_

**Signature of Applicator:** \_\_\_\_\_  
(Required)

**HOME ADDRESS:**  
In order to keep your files current, the Office of Pesticide Services also keeps a record of your current home address. Please provide the information below if it is **not the same** as the new mailing address above:

Street/RFD: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_  
Home Telephone #: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
Area Code

**Please mail this form to the address above, or FAX to (804) 786-9149  
Questions? Call (804) 786-3798**