



PROFESSIONAL FERTILIZER APPLICATOR CERTIFICATION – WESTERN MD

The *Fertilizer Use Act of 2011* requires individuals who, as part of their job, apply fertilizer to turf on non-agricultural land, be certified or work under the direct supervision of someone who is certified, and that businesses that employ certified fertilizer applicators must be licensed. The requirements for certification, licensing and other program criteria are explained in detail at mda.maryland.gov/Documents/15.20.06_10.pdf

1) Certification Exam Application Requirements:

To apply for the certification exam, an applicant shall file the following with the Department of Agriculture before any announced examination:

- a) A PFA certification application on a form provided by the Department; the certification fee is \$100.
- b) Provide a Fertilizer Application Business License (MDA-F number), or a completed business license application on the form provided by the Department; the licensing fee is \$50.
- c) Fees are payable to the *Maryland Department of Agriculture* in the form of check or money order. NOTE: Employees of government agencies and government agencies are not charged a certification or licensing fee.

2) Mail the completed application(s) and fee(s) to:

Maryland Department of Agriculture
Nutrient Management Program
50 Harry S. Truman Parkway, Room 201
Annapolis, MD 21401

Applications must be **completely** filled out and accompanied by the fee. Incomplete applications will be put on hold. A business FEIN or individual SSN are required. Certification and business licenses are valid for up to one year and expire June 30 of each year.

TESTING INFORMATION

- A government-issued photo ID is required to enter the building and to sit for the exam. Employees of government and public agencies must provide their employer-issued ID.
- This is not an open-book exam. Before the review session or the exam, study the *Maryland Professional Lawn Care Manual*. It is available for viewing or download from the link on mda.maryland.gov/fertilizer. The test consists of 50 multiple choice questions.
- **Please Bring a Calculator (that is not on your cell phone) and two #2 pencils for the exam**
- **No cell phones or Ipods** are allowed in the testing room, but regular calculators are allowed.
- A score of 70% or better is required to pass. You may try to pass the exam a total of three times, or within 3 months, whichever comes first, from the date of your first attempt to pass the exam. After this point you must register as a Trained Employee (TE) with your company or agency in order to apply fertilizer to turfgrass. In addition, your company or agency is prohibited from applying fertilizer to turfgrass without having a PFA on staff.

We encourage you to sign up for the review session offered before the exam.

Please check this website frequently, as additional test dates and locations will be announced. If you have any questions, please contact the Maryland Nutrient Management Program staff at nminfo.mda@maryland.gov.

2016 Dates in Western Maryland

Review sessions are offered from 9:00 am-11:30 am on the day of the test. There is no charge for these reviews.

Be prepared! Read the *Maryland Professional Lawn Care Manual*, available for viewing or download at mda.maryland.gov/fertilizer

Exam starts at 12:00 noon and ends at 2:00 pm.

Oct 13, 2016

Washington County Extension Office

7303 Sharpsburg Pike
Boonsboro, MD 21713



MARYLAND NUTRIENT MANAGEMENT PROGRAM

50 Harry S Truman Pkwy
Room 201
Annapolis, MD 21401

Phone 410-841-5959
NMInfo.MDA@maryland.gov
mda.maryland.gov/Pages/fertilizer.aspx

FERTILIZER APPLICATOR BUSINESS LICENSE

1. Any person or company who wants to apply nutrients to turfgrass for hire or as a part of his job must be a) licensed by the Maryland Department of Agriculture and b) have at least one Maryland Certified Professional Fertilizer Applicator on staff.
2. Employees of Licensed companies or agencies who fertilize turfgrass must be registered with the State and work under the direct supervision of someone who is a Maryland Certified Professional Fertilizer Applicator (PFA).
3. Persons or companies wishing to obtain a License to fertilize turfgrass must submit an application with the following fee:
Privately held company or sole proprietorship - \$50.00
Government agency – No licensing fee
4. A Fertilizer Applicator Business License is valid for up to one year and expires on June 30 of each year.
5. Licensed persons or companies agree to comply with regulations set forth in COMAR 15.20.04.10.
6. The following regulatory requirements apply:
 - a. Each business location that employs and/or compensates a person to fertilize turfgrass must have a Fertilizer Applicator Business License (MDA-F).
 - b. Each business location that employs a person to fertilize turfgrass must have a Certified Professional Fertilizer Applicator on staff.
 - c. Only Maryland Certified Professional Fertilizer Applicators or Registered Employees working under the direct supervision of a Professional Fertilizer Applicator may apply fertilizer to turfgrass.
 - d. Maryland Certified Professional Fertilizer Applicators shall maintain records of fertilizer applications in accordance with the regulatory criteria of COMAR 15.20.04.10.
 - e. Fertilizer Applicator Business License holders shall keep records for a minimum of three years and make them available to the Department upon request. Record keeping requirements are identified in COMAR 15.20.04.10.
 - f. Fertilizer Applicator Business License holders must file with the Department by March 1 of each year an Annual Activity Report covering the previous year (January through December) that summarizes all turfgrass fertilization on a form specified by the Department.
 - g. **The Fertilizer Applicator Business License number shall be displayed on company vehicles used for fertilizing work. The lettering shall be 2 inches high and placed on both sides of the vehicle.**

