



MARYLAND NUTRIENT MANAGEMENT PROGRAM
50 HARRY S. TRUMAN PARKWAY
ANNAPOLIS, MARYLAND 21401
TEL. NO. 410-841-5959, FAX NO. 410-841-5950

INFORMATION ON NUTRIENT MANAGEMENT LICENSING

Revised: December 2004

1. Any person or company who wants to provide state certified nutrient management plans must be licensed by the Maryland Department of Agriculture and be state certified to provide nutrient management services or employ one or more people who are certified.
2. **CERTIFIED NUTRIENT MANAGEMENT CONSULTANTS CANNOT PROVIDE STATE CERTIFIED NUTRIENT MANAGEMENT PLANS UNLESS OPERATING UNDER A STATE LICENSE, EXCEPT FOR A CERTIFIED FARMER WHO WRITES PLAN EXCLUSIVELY FOR HIS/HER FARM OPERATION.**
3. Persons or companies wishing to obtain a nutrient management license must submit an application with the following fee:

Individual or sole proprietorship	- \$ 50
Corporation or partnership	- \$100
Government agencies	- \$ 0
4. Licenses are valid for one year and expire unless the applicant renews the license for a 3-year term and paying an applicable fee of \$150.00. (except for government agency).
5. Licensed persons or companies agree to comply with regulations set forth in COMAR 15.20.04.
6. The following regulatory requirements apply:
 - a. Nutrient management planning services will be provided only by state certified nutrient management persons.
 - b. Nutrient management plans will be developed in accordance with regulatory criteria and content requirements. (COMAR 15.20.08.04-.07.)
 - c. License holders shall keep records for a minimum of five years and make them available to the Department upon request. Record keeping requirements are identified in COMAR 15.20.04.11.
 - d. License holders must file with the Department by September 30 of each year an annual activity report covering the previous year (July 1 through June 30) that contains all the following information: (COMAR 15.20.04.11A)
 1. Name and number of license holder
 2. Name of certified nutrient management consultant (s) employed between the previous July 1 and June 30
 3. Number of nutrient management plans completed
 4. Acreage covered by these plans broken down according to county and State watershed codes¹

¹ Watershed coding and maps used by the state is available upon request.



APPLICATION FOR NUTRIENT MANAGEMENT LICENSE

Mail To:

MARYLAND DEPARTMENT OF AGRICULTURE
NUTRIENT MANAGEMENT PROGRAM
50 HARRY S. TRUMAN PARKWAY
ANNAPOLIS, MARYLAND 21401
TEL. (410) 841-5959, FAX (410) 841-5950

For Department Use Only	
Date Appl. Rec'd:	_____
Check Number:	_____
Date Appl. Approved:	_____
License Number:	_____
Expiration Date:	_____

I – LICENSE HOLDER INFORMATION

Name: _____ Position Held: _____

II – FIRM AGENCY NAME AND ADDRESS

Agency Firm Name: _____ Fed. ID No. _____

Street: _____ Phone Number: _____

_____ City State Zip Fax Number: _____

County: _____

County(ies) of Activity: _____

III – BUSINESS INFORMATION

Business Status: Corporation/Partnership

Individual/Sole Proprietorship

Government Agency

A. Nature of Business: (Check as many as apply)

Crop Advisory Services

Sale or Distribution of Nutrients

Nutrient Sources: Commercial Fertilizer Biosolids Manure

Government Agency: (Specify) _____

Others: (Specify) _____

B. Employee Information:

Total number of employees performing both sales and management services: _____

Total number of employees in sales (only): _____

Total number of employees in crop management services (only): _____

Total number of employees certified as consultants: _____

IV. CERTIFIED NUTRIENT MANAGEMENT CONSULTANTS LIST

<u>Name: (Last, First, MI)</u>	<u>Certificate Number</u>	<u>Expiration Date</u>
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- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

(List any other names on the back of this page)

V. I understand that nutrient management services provided under this license must be conducted in accordance with COMAR 15.20.04. These requirements include, but are not limited to, the following:

(1) Accurate records pertaining to site analysis and development of nutrient management plans content and following criteria set by regulations must be kept a minimum of 5 years and made available to Maryland Department of Agriculture upon request.

(2) An annual activity report must be filed by September 30 using a departmental form to document planning activity for the previous year (July 1 - June 30).

(3) Failure to comply with these regulations may result in a loss of license.

I hereby apply for a nutrient management license in accordance with the provisions of Agricultural Articles 8-801-8-806, and certify that the above information is true and accurate to the best of my knowledge.

Signature Date