



**TO:** BRANCH 2 and 3 STRUCTURAL PEST CONTROL

**SUBJECT:** 2026 REGISTRATION REQUIREMENTS AND REPORTING REQUIREMENTS

Food and Agriculture Code (FAC) section 15204 requires that each licensed Structural Pest Control Branch 2 or 3 company register with the Agricultural Commissioner prior to conducting business in the County. Businesses must be registered in San Mateo County prior to applying pesticides in 2026.

## Online Registration and Payment Available beginning Dec. 1

On December 1, 2025, our office will begin accepting Branch 2 and 3 Structural Pest Control registrations for the year 2026 through [www.CalAgPermits.com](http://www.CalAgPermits.com). Please login to your CalAgPermits online account to find the registration option on the dashboard. Step-by-step instructions and forms can be found on our website at [www.smcgov.org/agwm](http://www.smcgov.org/agwm). If you need an online account or help logging-in, please contact us at (650) 363-4700 or via email at [smateoag@smcgov.org](mailto:smateoag@smcgov.org).

Branch 2 and 3 registration fee for 2026 is **\$10.00**.

The online system is linked to the Structural Pest Control Board (SPCB) database, so your business license must be current with SPCB to register.

Please complete the following steps to register.

1. Log in to your CalAgPermits account. On the dashboard, please select option, "Registration Required." Complete required information.
2. Complete and upload a completed and **signed** county registration form. Form may be scanned or photographed for the upload.
3. After your registration is submitted, our office will review the application. Once your registration is approved, you will receive an e-mail request for online payment.
4. Last Step - Log back into your CalAgPermits account and submit your online payment. **You are not registered until you have paid your annual fee.** Your receipt is your proof of registration. Your CalAgPermits account will show the date you registered with San Mateo County.

If registering by mail, all registration forms are available on our department website: [www.smcgov.org/agwm](http://www.smcgov.org/agwm)

If registering by mail, please send all registration materials and payment to:

SAN MATEO COUNTY AGRICULTURAL COMMISSIONER  
P.O. BOX 999, REDWOOD CITY, CA 94064-0999

Be aware that incomplete forms, incorrect information, or the incorrect fee will delay completion of your registration.

A company that is licensed for both Branch 2 and Branch 3 may register that business as one operation, listing each branch office (location) on the registration form. Please ensure the contact names and information are correct. Companies must list a "responsible person" on the registration form. The Department of Pesticide

Regulation interprets the “responsible person” to be the branch supervisor as defined in Business and Professions Code section 8611.

There will be an amendment fee of \$10 for licensees added to the registration at a later date. Please send any updates with payment by mail or in person.

**Monthly Summary Pesticide Use Reports (MSPURs)**

Structural Pesticide Use stamps issued by the Structural Pest Control Board (SPCB) are validated through CalAgPermits, the online use reporting website. Structural Pesticide Use Stamps should be affixed to your MSPUR paper copy for three years from the report submission date to be available during your headquarters inspection.

REMINDER: You must **submit use report** by the 10<sup>th</sup> of the following month after each month in which you apply pesticides. For **negative use reports**, no pesticide use stamps or stamp numbers are required. Monthly use reports may be submitted online in CalAgPermits. There are brief video tutorials available on your CalAgPermits home screen labeled **Training Videos**.

**CalAgPermits now offers a single sign on** for companies that work in multiple counties for easier pesticide use reporting.

**Pesticide Safety Information Series** has been revised by the Department of Pesticide Regulation (DPR). N-6, Safety Rules for Minimal Exposure Pesticides (Bromoxynil) in Non-Agricultural Settings, and N-8, Safety Rules for Pesticide Handlers in Non-Agricultural Settings. You must **post the new version of N-8** to be in compliance. It is available on the DPR website: [www.cdpr.ca.gov/worker-health-and-safety/education-series/](http://www.cdpr.ca.gov/worker-health-and-safety/education-series/)

We would like to hear from you. Please visit our department website at [www.smcgov.org/agwm](http://www.smcgov.org/agwm) to complete a short one minute online Customer Survey.

Thank you for your ongoing cooperation and best wishes for the New Year!

If you **do not** intend to perform structural pest control work in San Mateo County this year, please complete and return this form with the information filled out below and fax it to (650)367-0130 or e-mail it to [smateoag@smcgov.org](mailto:smateoag@smcgov.org) or mail it to:

San Mateo County Agricultural Commissioner  
P.O. Box 999  
Redwood City, CA 94064-0999

I will **not** be performing structural pest control work in San Mateo County during 2026.

Business Name \_\_\_\_\_ (please print)

Contact email: \_\_\_\_\_

Contact phone number: \_\_\_\_\_

# AGRICULTURE / WEIGHTS & MEASURES



## COUNTY OF SAN MATEO

**Koren J. Widdel**

Agricultural Commissioner  
Sealer of Weights & Measures  
P.O. Box 999 • 728 Heller Street  
Redwood City, CA 94064-0999  
(650) 363-4700 T  
(650) 367-0130 F  
[www.smcgov.org/agwm](http://www.smcgov.org/agwm)

**TO:** BRANCH 2 & 3 STRUCTURAL PEST CONTROL BUSINESSES

**FROM:** KOREN J. WIDDEL, AGRICULTURAL COMMISSIONER/SEALER

**SUBJECT:** 2026 REGULATION REMINDERS AND UPDATES

There have been updates to the regulations for notifications for structural applications in 2025. We wanted to provide you with reminders and updates on the the notification requirements.

**Business and Professions Code 8538 Written Notice to Occupant:** A few reminders when it comes to this code section:

- 1) If you have an established pest control contract with your client for periodic service and changes are made afterwards, such as treating for new pests or new pesticides will be used; you **must** provide a new written notice to occupant that reflects the new changes.
  
- 2) The **Written Notice to Occupant** shall be provided no later than **prior** to the application and must be provided to the owner, or owner's agent **AND** tenant (current and new). In situations where you will provide service to multi-unit residences (ex: apartments, condo complexes), you may have an agreement with the apartment managers to provide notices on your behalf through 1) First class or e-mail, posting in a conspicuous place on the real property or personal delivery. **Remember the notification responsibility ultimately belongs to you.**

**Title 16 California Code of Regulations 1970.4-Pesticide Disclosure**, was updated on January 1, 2025. The three new amendments to this regulation are as follows:

- 1) **16CCR 1970.41-Pesticide Pre-Application Notice** (Multi-Unit Residential):  
In the pre-application pesticide notice, "conspicuous place" as it is used in section 8538 of the code, means heavily frequented common areas, including the on-site manager's office or unit, all multi-unit mailboxes, in all laundry rooms, and community rooms for all exterior pest control services.
  
- 2) **16CCR 1970.42-Pesticide Post Application Notice Requirements:**
  - (a) In addition to notification required by section 8538 of the code, whenever a licensee employed by a registered Branch 2 or Branch 3 company has applied or used a pesticide the licensee must provide a post-application pesticide notice in compliance with subdivision (b) immediately after the service visit as follows:
    - (1) When applied around or to the **exterior** of any structure, the post-application pesticide notice must be provided in writing personally to the occupant, owners, or owners' agent, or by first-class mail. Alternatively, the post-application pesticide notice may be provided via electronic mail if the occupant, owners, or owners' agent has authorized such communication method via contract or other written confirmation of such agreement.
    - (2) When applied to the **interior** of a unit within a multi-unit residential structure, the post-application pesticide notice must be provided in writing and **left on the door of the unit, OR within the unit in an area next to the door of the unit.**

- (3) When applied to the interior of a commercial, industrial, or single-unit residential structure, the notice must be provided in a manner as described in subdivision (a)(1).
- (b) The post-application pesticide notice specified in (a) may be a door hanger, invoice, billing statement, or other similar written document and must include:
  - (1) The common, generic, or chemical name of each pesticide applied;
  - (2) The date of service; and
  - (3) The registered company's name, address, and telephone number.
- (c) A registered structural pest control company which applies any pesticide within, around or to any structure must provide to any person, within 24 hours after request therefore, the common, generic or chemical name of each pesticide applied. This requirement applies to all requests made within three years of the pesticide application.

**2) 16CCR 1970.43-Reporting Death or Serious Injury:**

In the event of any death or serious injury relating to a structural fumigation or pesticide application or use, whether to the owner, an employee of the registered structural pest control company, or a member of the public, a representative from the structural pest control company must, immediately upon learning of the incident, report it by telephone to **both** the Structural Pest Control Board office and the County Agricultural Commissioner's office in the county where the structural fumigation or pesticide application or use occurred.

If you have questions about these regulations or other pesticide related issues, please contact your district biologist.