



Department of
Environmental
Conservation

PRL: Recordkeeping and Reporting Requirements for Commercial Permit Holders

Pesticide Reporting Law (PRL) Series
2022

Recordkeeping and Reporting Requirements

New York State's Pesticide Reporting Law (Environmental Conservation Law Article 33 Title 12 Section 1205 and 1207), and the corresponding regulations (Title 6 NYCRR Part 326.3) require the following Commercial Permit Holders to record pesticide sales and to report those sales annually, in electronic format, by February 1st:

1. Every commercial permit holder who sells or offers for sale restricted use pesticides to certified private applicators, or general use pesticides to certified private applicators for use in agricultural crop production.
2. Every manufacturer, compounder, or importer of restricted-use pesticides in or into New York State.

Commercial Permit Holders must file a report even if no sales were made during the reporting year.



Pesticide Sales to Certified Private Applicators

Commercial Permit Holders Who Sell Pesticides to Certified Private Applicators for Use on Agricultural Commodities

- Must record and report the following information for every sale:
 - EPA Registration Number
 - Product name of the pesticide sold
 - Quantity of the pesticide sold
 - Date sold
 - Location of intended application by address (including 5-digit zip code) or, if the address is unavailable, by town or city (if the location of intended application differs from the billing address that appears on record).
- Records must be retained for 3 years and shall be available for inspection upon request by the Department.
- Use **Form 27** on www.nysprl.com for recordkeeping and reporting requirements.
- If the permit holder is also importing, manufacturing, or compounding restricted-use pesticides in or into New York State, they must submit both Form 27 and Form 25.

AGRICULTURAL USE REQUIREMENTS

Use this product only in accordance with its labeling and with the Worker Protection Standard, 40 CFR Part 170.

This Standard contains requirements for the protection of agricultural workers on farms, forests, nurseries, and greenhouses, and handlers of agricultural pesticides. It contains requirements for training, decontamination, notification, and emergency assistance. It also contains specific instructions and exceptions pertaining to the statements on this label about personal protective equipment (PPE) and restricted-entry interval. The requirements in this box only apply to uses of this product that are covered by the Worker Protection Standard.

- The sale of a Worker Protection Standard (WPS)-labeled product in many cases would be an indicator to the commercial permit holder that the purchaser may be a certified private applicator, and that the sale may need to be reported.
- **Both general use and restricted use products must be reported if the products are sold to certified private applicators for use on an agricultural commodity.**



44-15-27: ANNUAL REPORT FOR PESTICIDE SALES TO CERTIFIED PRIVATE APPLICATORS

Report Year

Business Name (as listed on permit)

Commercial Permit #

Documentation: [User Guide](#)

Did you make Sales? Yes

(each cell must contain data - NO ditto marks)

-----Location of Intended Application-----

COL 1
EPA REG NUMBER

COL 2
PRODUCT NAME

COL 3
QUANTITY
SOLD

COL 4
UNITS

COL 5
DATE
SOLD

COL 6
COUNTY
CODE

COL 7
ADDRESS

COL 8
MUNICIPALITY

COL 9
ZIP CODE

Units
Enter one of:
FL, GL, GM, KG, L, LB,
MG, ML, OZ, QT
(see header cell
comment for legend)

Form 27: Sales to Private Applicators

- Form 27 can be accessed by installing or downloading one of DEC's free reporting options at www.nysprl.com.
- Do NOT change the layout of these forms.

Importers, Compounders, and Manufacturers of RUPs in or into NYS

Commercial Permit Holders who Manufacture, Compound, or Import Restricted Use Products in or into NYS

- Must record and report the following information for every sale:
 - EPA Registration Number
 - Container size
 - Number of containers sold to New York purchasers
- Records must be retained for 3 years and shall be available for inspection upon request by the Department.
- Use **Form 25** on www.nysprl.com for recordkeeping and reporting requirements.
- If the permit holder is also selling to certified private applicators, they must submit both Form 25 and Form 27.

44-15-25: ANNUAL REPORT FOR RESTRICTED PESTICIDE SALES

Documentation: [User Guide](#)

Sales Report Type :

Use separate forms for different types of sales

Report Year Business Name (as listed on permit) Commercial Permit #

(each cell must contain data - NO ditto marks)

| COL 1 EPA REG NUMBER | COL 2 PRODUCT NAME | COL 3 CONTAINER SIZE QUANTITY | COL 4 CONTAINER SIZE UNITS | COL 5 CONTAINERS SOLD | Acceptable Units for COL 4 |
|-------------------------|-----------------------|-------------------------------------|----------------------------------|--------------------------|-------------------------------|
| | | | | | FL |
| | | | | | GL |
| | | | | | GM |
| | | | | | KG |
| | | | | | L |
| | | | | | LB |
| | | | | | MG |
| | | | | | ML |
| | | | | | OZ |
| | | | | | QT |

Form 25: Sales of Restricted Pesticides

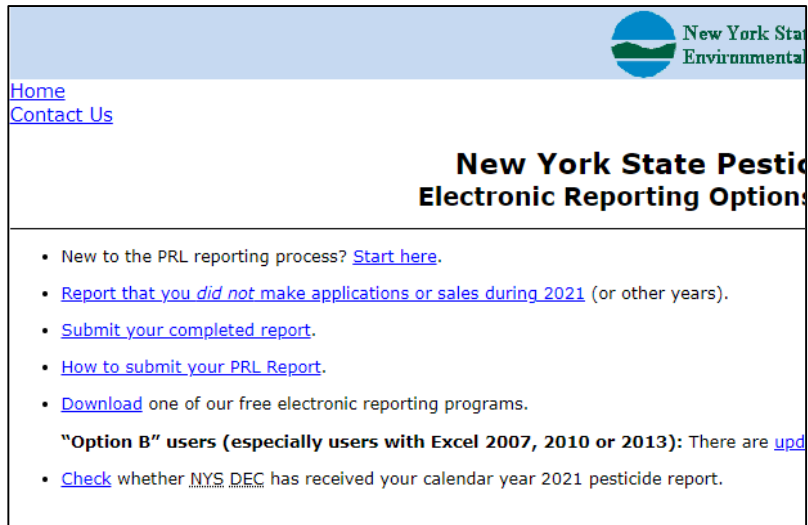
- Form 25 can be accessed by installing or downloading one of DEC's free reporting options at www.nysprl.com.
- Do NOT change the layout of these forms.

How to Retrieve and Submit Forms 25 and 27

There are a few ways commercial permit holders can retrieve and submit electronic Forms 25 and 27.

For more information on how to download reporting software or forms, and how to submit reports please refer to

- DEC's "**PRL Electronic Reporting**" presentation or
- Go to www.nysprl.com.



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New York State Pesticide Electronic Reporting Options

- New to the PRL reporting process? [Start here](#).
- [Report that you did not make applications or sales during 2021](#) (or other years).
- [Submit your completed report](#).
- [How to submit your PRL Report](#).
- [Download](#) one of our free electronic reporting programs.

"Option B" users (especially users with Excel 2007, 2010 or 2013): There are [update](#)

- [Check](#) whether [NYS DEC](#) has received your calendar year 2021 pesticide report.

More Information on Reporting Requirements

- DEC's "[Policy DSHM-PES-05-08 Compliance With the Pesticide Reporting Law](#)"
- DEC's "[Policy DSHM-PES-05-10 Compliance With the Pesticide Reporting Law](#)"

