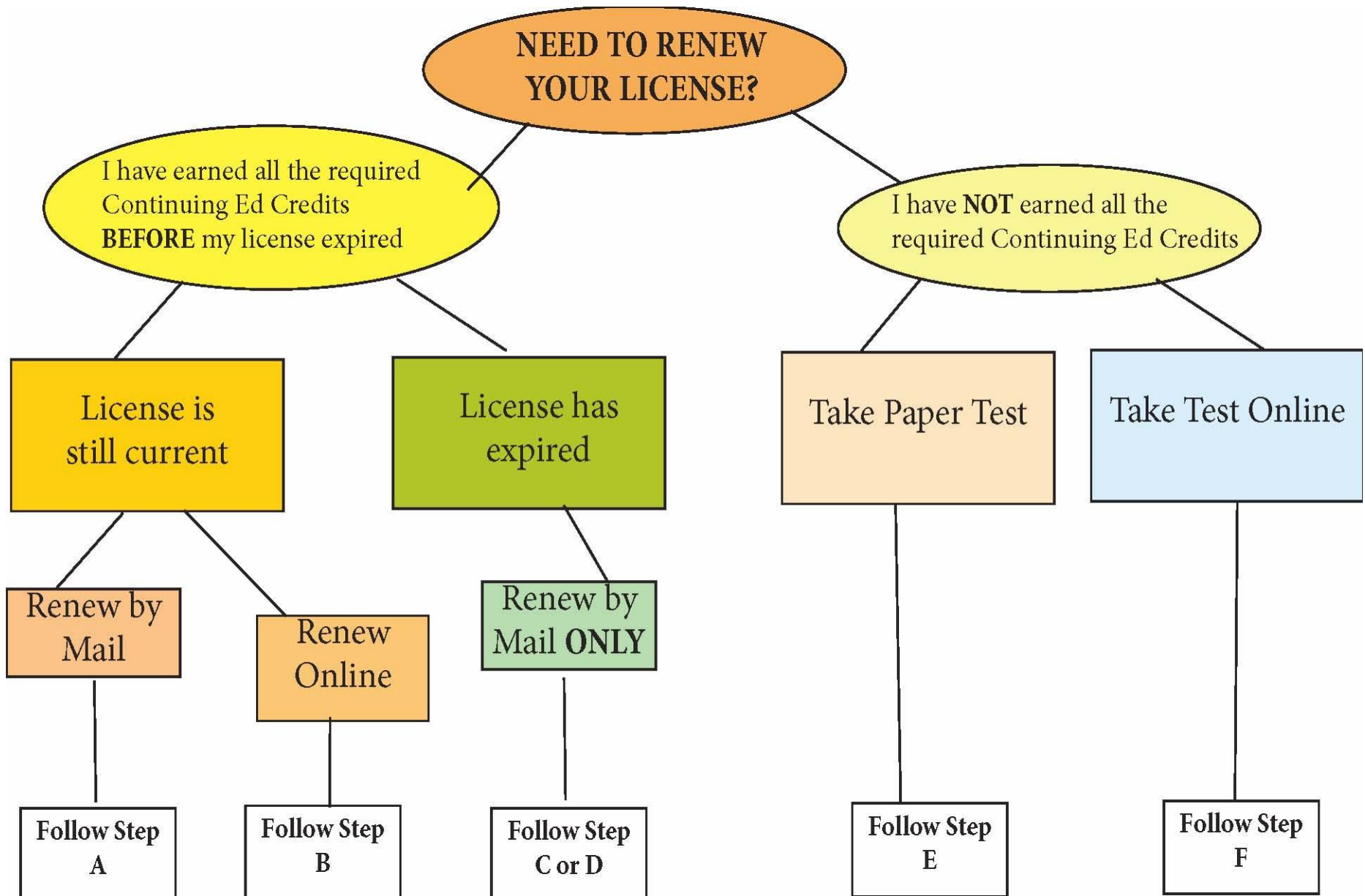


Private Applicator License Renewal



Instructions for Steps A through F are found on the next page

Step A

- Complete renewal form.
- Enclose a copy of your driver's license.
- Include a check for \$75 license fee payable to the Colorado Department of Agriculture.

Step B

- Log on to <https://www.colorado.gov/apps/cda/pesticide/applicator/licensing/welcome.jsf>
- Enter your Applicator ID number.
- Complete the online licensing application & pay the \$75 license fee.
- Fax (303) 466-2860 or email a copy of your driver's license to the Colorado Department of Agriculture.

Step C IF you are renewing WITHIN 30 DAYS after expiration:

- Complete renewal form.
- Enclose a copy of your driver's license.
- Include a check for \$82.50 (\$75 license fee plus \$7.50 late fee) payable to the Colorado Department of Agriculture.

OR

Step D IF you are renewing BETWEEN 30 and 180 DAYS after expiration:

- Complete renewal form.
- Enclose a copy of your driver's license.
- Include a check for \$95 (\$75 license fee plus \$20 reinstatement fee) payable to the Colorado Department of Agriculture.

Step E

- Order the exam and study guide here: <https://www.colorado.gov/apps/cda/pesticide/applicator/exam/welcome.jsf> or call (303) 869-9064 to request an order form.
- Click on 'Private Pesticide Applicator Training Manual and Exam Order Form'.
- Complete the order form and pay \$20 for each exam ordered.
- Complete the exam and return to Colorado Department of Agriculture.
- Submit a payment of \$75 license fee when returning the exam.

Step F

- Log on to Metro Institutes website: <http://www.cppatesting.com/Login.asp>
- Sign up and pay the \$20 testing fee. The study guide is available online. You have 30 days to complete the exam.
- After the exam is completed, pay the \$75 license fee online or call (303) 869-9064 to order a paper application.

If you have further questions, contact the Colorado Department of Agriculture Private Applicator Pesticide Program at (303) 869-9064