



DATE: December 14, 2020
TO: San Joaquin County Restricted Materials Permit Applicants
FROM: Tim Pelican, Agricultural Commissioner/Sealer
SUBJECT: **Service Availability During the State's Stay-At-Home Order**

Dear San Joaquin County Growers, Pest Control Businesses, Field Labor Contractors and PCA's,

In the wake of the State's recent Stay-At-Home Order, it is important that you are aware that we are committed to ensuring that we continue to provide excellent service. In order to meet your needs and reduce foot-traffic in our offices to help ensure safety for all, we encourage you to use services available to you through our website at <https://www.sjgov.org/departments/agcomm/>. These services include the following:

- *Online Appointments for Operator Identifications (OIDs) and Restricted Materials Permits (Permits):* We are offering and prefer to issue your OIDs and Permits at your facility/headquarters located in San Joaquin County rather than at our office. If your headquarters is located outside of San Joaquin County, we have an option to issue your OID/Permit online using electronic signatures. We urge our growers to please make online field appointments for our staff to issue OIDs or Permits in the field rather than at our offices. If you need to come to our office to have your OIDs or Permits issued, you may also make an online appointment to come in to our Stockton Office.
- *Online Appointments for Private Applicator Certificate (PAC) Exams:* If you or your staff need to take the PAC Exam, we offer appointments every business day that may be made online.
- *Online Continuing Education (CE) Hours:* For licensees who need to obtain CE hours necessary for renewing their licenses, we are proud to offer free online CE courses accessible from our website at <https://www.sjgov.org/departments/agcomm/default>. If you do not have access to a computer, you may call our office to make arrangements to come to our Stockton office to utilize one of our computers.
- *Agriculture Pest Control Business, Structural Pest Control Business, Farm Labor Contractor, Pest Control Advisor and Pest Control Aircraft Pilot Registrations:* To register your business and/or license electronically, please go to our website and follow the below steps:
 1. Download, print and complete the appropriate form for your registration (currently under the Pesticide Use Enforcement "Quick Link" in the "Registrations" sections)

2. Complete and send your registration, along with the required attachments (copy of licensing, equipment lists, etc. as applicable) and payment. This may be done by mail or electronically:
 - By Mail: Please send your registration, along with the required attachments and either a check or money order for your registration fees and payable to San Joaquin County to:

San Joaquin County Agricultural Commissioner's Office
2101 E. Earhart Avenue, Suite 100
Stockton, California 95206
 - Electronically:
 - a. Scan your completed registration form along with the required attachments (copy of licensing, equipment lists, etc. as applicable) and email to: stocktonag2@sjgov.org.
 - b. Go to the Online Payment button and pay appropriate fee by credit card.
3. **NOTE:** Farm Labor Contractors and Pest Control Advisors please be aware that while Stay-At-Home Orders are in place, we are allowing San Joaquin County based (“home county”) Farm Labor Contractors and Pest Control Advisors to register by mail or electronically; under regular circumstances in-person registration is required.

Our Stockton office hours remain 8AM – 5PM every business day. Please be aware that our Lodi and Simms offices will only be open for walk-in service from 8AM – 12 PM until further notice. Again, though we will provide office appointments, we are asking that you take advantage of our drop-off or pick-up services.

If you have any questions regarding the information above or are unable to make online appointments, download registration forms or make online payments for registration fees, please call our office at 209-953-6000 for assistance.