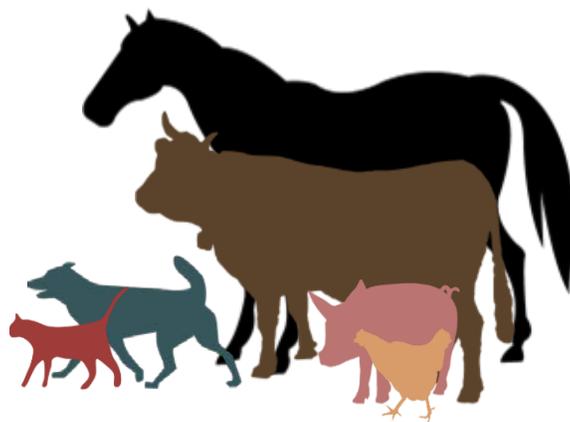




Serving Agriculture and
Protecting Consumers

STATE OF DELAWARE
DEPARTMENT OF AGRICULTURE
AGRICULTURE COMPLIANCE SECTION
2310 South DuPont Highway
DOVER, DELAWARE 19901

2018 COMMERCIAL FEED & PET FOOD
PRODUCT REGISTRATION PACKET





2018 Commercial Feed and Pet Food Registration Instructions

Please Read Before Completing 2018 Registration Form

Company/Firm Information

Do not enter outside registrant information in this section.

- Exact information that is on the product label.
- If you do not use a **Registrant** (see definition below) please put all contact and mailing information in this section **only**.

Please use the fillable PDF feature and type in all needed registration information.

Registrant Information

- Company/Person other than the Company Firm that is responsible for submitting registration.
- **Proof of Registration will be mailed to the Registrant mailing address if this section is filled out.**

Manufacture Information

- Company responsible for making the product. This section is required to be filled out.

Product List

- List all product(s) to be registered for 2018, along with the UPC code(s) (if applicable).
- **Product name MUST match the product name on the package/label.**
- Net Weight(s): list all available weights per product (example: 4oz, 5, 7, & 10lbs).
- Excel file with products listed must be placed on a disk or flash drive.
- No other format will be accepted.

Product Labels (are submitted every year)

- **ALL** product labels must be submitted on a disk or flash drive.
 - **No paper labels will be accepted, (unless a special exemption is granted).**
- Labels must reflect exactly what the consumer will see in the store. This includes graphics, wording, etc.
- **PDF or JPEG format only** – the file name **must match** the product name exactly as it is listed on the product list.
 - **Labels must be completely legible once opened.** Best file to send is your label proof (High Resolution).

Registration Fees

Registration fees are per product **NOT** per product weight.

- \$23.00 per product

Submitting The Registration

- **Print the completed and signed Registration Form**
- **Include on a disk or flash drive:**
 - PDF of Registration Form
 - Excel file containing Product List:
 - Product Labels
- Check for registration fee made out to
 - Delaware Department of Agriculture
- Mail to:
 - Delaware Department of Agriculture
Attn: Agriculture Compliance Section
2310 South DuPont Highway
Dover, DE 19901

Registration Questions:

Ese Jessa
302-698-4524
Ese.Jessa@state.de.us

If the instructions are not followed the registration may be denied and sent back. Your company could face a Stop Sale and/or fines.

All Registrations are **due** in our office by **January 1, 2018** for the 2018 registration year.

All registrations expire **December 31, 2018** for the 2018 registration year. No matter when registration was approved.



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2018 Commercial Feed & Pet Food Product Registration Application

Application for registration is hereby made for the year ending **December 31, 2018**, for Commercial Feeds a Pet Foods.
 An electronic copy of the product labels must be submitted.

Company/Firm Information: (Exact information of the **company listed** on the product label)

Company/Firm Name: _____
 Mailing Address: _____ City: _____
 State: _____ Zip Code: _____ Country: _____ Phone: _____
 Contact Name: _____ Email: _____

Registrant Information: (Company, C/O, Person submitting Registration on behalf of Company. **Proof of Registration will be delivered to this address if filled**)

Registrant/Company Name: _____
 Mailing Address: _____ City: _____
 State: _____ Zip Code: _____ Country: _____ Phone: _____
 Contact Name: _____ Email: _____

Manufacture Information: (Location of where product(s) are made)

Company/Firm Name: _____
 Address: _____ City: _____
 State: _____ Zip Code: _____ Country: _____ Phone: _____

Proof of Registration Delivery Method

Email Mail



			Registration Fees
Products:	Quantity	Fee	Total Due:
		x 23.00 =	
			Please make checks payable to: Delaware Department of Agriculture

I hereby certify that all information on this form, accompanying documents, and product labels submitted are true, correct, and in compliance with applicable federal and state requirements in every respect.

 Authorized Representative (Please Print)

 Signature

 Date (mm/dd/yyyy)

Office Use Only

This certifies that the annual registration fees have been paid on the above products and the registrant is entitled to sell these for a period beginning with the actual date of approval and ending **December 31, 2018**, unless canceled.

Registration #: _____
Date: _____
Check 1: _____ **Check 1: \$** _____
Check 2: _____ **Check 2: \$** _____
Credit #: _____ **Credit: \$** _____

Approved By Signature: _____