2020 Commercial Fertilizer Mixing Facility
Registration Instructions

Please Read Before Completin g 2020 Registration Form

Each facility, mixing custom blends specifically formulated for a consumer are required to register their individual facility on an annual basis.

Registration Form:

- Application by
  - This section is for the person/company who is completing the registration and is the representative for all locations listed on the registration form.
- Locations
  - Please list all locations that are being represented with all the information asked. If the applicant is the only location, one block still needs to be completed.

Registration Fee

The fee is $100.00 for each individual facility blending custom mixed fertilizers. The registration fee covers all raw materials used to make custom mixed fertilizers and also the finished specific custom fertilizer blends requested by the consumer.

The fee and registration form does not cover any fertilizers mixed by the facility that are not requested by a consumer and are sold to the general public. The registration process for those products can be found on the Delaware Department of Agriculture's website. You will need to fill out the 2020 Commercial Fertilizer and Soil Conditioners Regisration online via Kelly Registration Systems.

Reppresentative

- The person responsible for the Registration Form.

Submitting The Registration

- **What needs to be submitted:**
  - Completed Mixing Facility Form
  - Payment

Payment Options For Mixing Facility

- **If paying by credit card please visit the payment link below:**
  https://www.velocitypayment.com/client/delaware/agriculture/agriculture/index.htm
  - If paying via credit card please ***email*** **Mixing Facility Form and credit card** ***payment receipt*** to Ese.Jessa@delaware.gov
- **Please make checks payable to:**
  - Delaware Department of Agriculture
  - Include a paper copy of the Mixing Facility Form with the check
  - Mail Registration Form and check 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

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

Labeling

The following information needs to be provided to each customer for all bulk custom mixed fertilizers. The net weight of the mixed fertilizer, name and grade of the materials used in the fertilizer, quantity of each material used, also the name and address of the distributor. After mixing, the guaranteed analysis is calculated and needs to be placed on the associated paper work.

Due Date

All registrations are due in our office by February 1, 2020 for the 2020 registration year. All registrations expire December 31, 2020 for the 2020 registration year, no matter when the registration was approved.