



Office of  
**INDIANA STATE CHEMIST AND SEED COMMISSIONER**

*Protecting Indiana's Agriculture and Environment - Feed, Fertilizer, Hemp, Pesticide and Seed*

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## **Pesticide Recordkeeping by Schools**

For any pesticides applied at a school the school corporation or the pesticide contractor hired by the school must keep written/printed/electronic records of each pesticide application for at least 2 years. Those records must also be made available to anyone for inspection or copying upon request.

The information that must be kept as part of this record includes the following:

- a) name or address of school;
- b) applicator information (name, license #, name of non-certified helper);
- c) date & time of pesticide application;
- d) pest(s) being targeted (i.e. weeds, bedbugs, fleas, roaches, ants...);
- e) description of application area (i.e. football field, fence lines, kitchen...)
- f) pesticide(s) to be used (brand name, EPA reg. no. & manufacturer); and
- g) amount of pesticide (i.e. total oz/lbs/gal of concentrate OR diluted mixture).

NOTE: The record keeping information above is almost the same as the advance notification registry information found by clicking [HERE](#).