



# Department of Pesticide Regulation



Arnold Schwarzenegger  
Governor

Paul Gosselin  
Acting Director

California Notice 2004-10

September 3, 2004

TO: Registrants of Pesticide Products

SUBJECT: Sample Letter of Authorization for Product Registration

The California Department of Pesticide Regulation (DPR) has developed a sample letter of authorization. This sample letter may be used by companies to assist them in writing a letter of authorization.

To obtain registration, and for many amendments, scientific data are required to be submitted. In lieu of submitting required data, an applicant may rely on data submitted to DPR by another company, if a current letter of authorization is submitted by the owner of the data. However, letters of authorization submitted to DPR are sometimes incomplete or inappropriate for the requested registration action, in which case, DPR must return or deny the registration request.

As indicated on the attached sample letter, the letter of authorization must be on the authorizing company's letterhead, and must have the correct and current name of the data owner company and a current date. It is extremely helpful if the authorizing company provides the Detail Report volume numbers which were assigned to the data by DPR when the data were initially submitted. If the data were submitted under a previous company name, include that company name and firm number in the letter.

It is also advisable for the authorizing company to time their letter to arrive with the registration request or have the requesting company include a copy in their submission. If submitted separately, the authorizing company should also send a copy of the letter of authorization to the requesting company. Please note that a company may not withdraw a letter of authorization after the registration action is completed.

Letters of authorization signed by consultants or agents are not allowed unless the agent designation letter specifically states that the consultant/agent can issue a letter of authorization.



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To reduce the number of returns and to increase efficiency in the registration process, the enclosed sample letter is being provided for your convenience. For more information about data requirements and letters of authorization, see the California Notice to Registrants 2002-3.

Please contact your DPR registration specialist if you have questions.

Sincerely,

*signed by*  
Barry Cortez, Chief  
Pesticide Registration Branch  
(916) 445-4377

Attachment

- A sample letter of authorization -  
On letterhead of authorizing company

Date: current date

To: California Department of Pesticide Regulation

Subject: Letter of Authorization for name of company seeking registration

The name of authorizing company authorizes the California Department of Pesticide Regulation (DPR) to reference our data in support of registering the following product(s):

EPA Reg. No. \_\_\_\_\_ Product name \_\_\_\_\_  
Company \_\_\_\_\_

We authorize only the following specified studies (List DPR volume numbers when available):

\_\_\_\_\_ or

Types of data DPR is authorized to reference  
Check all that apply. Please check only data  
that are required for this specific registration action.

DPR assigned volume #  
from Detail Report, if known

- \_\_\_ Acute Toxicology
- \_\_\_ Product Chemistry
- \_\_\_ Efficacy
- \_\_\_ Residue Chemistry, if applicable
- \_\_\_ Phytotoxicity, if applicable
- \_\_\_ Fish and Wildlife, if applicable
- \_\_\_ Chronic Toxicology for new active ingredient
- \_\_\_ Environmental Fate for first agricultural use
- \_\_\_ Other (specify).

For informational purposes only, these other similar product(s) were registered in California using this data: Product name and EPA Reg. No.

We understand that this authorization is only for this registration action.

We understand this letter of authorization does not release the data to another company, but only allows DPR staff to reference the data in support of this registration action.

Signed by employee of authorizing company, title (consultants or agents not allowed unless the agent designation letter states consultant/agent is authorized to issue letters of authorization)

cc: name of company seeking registration action

[September 3, 2004]