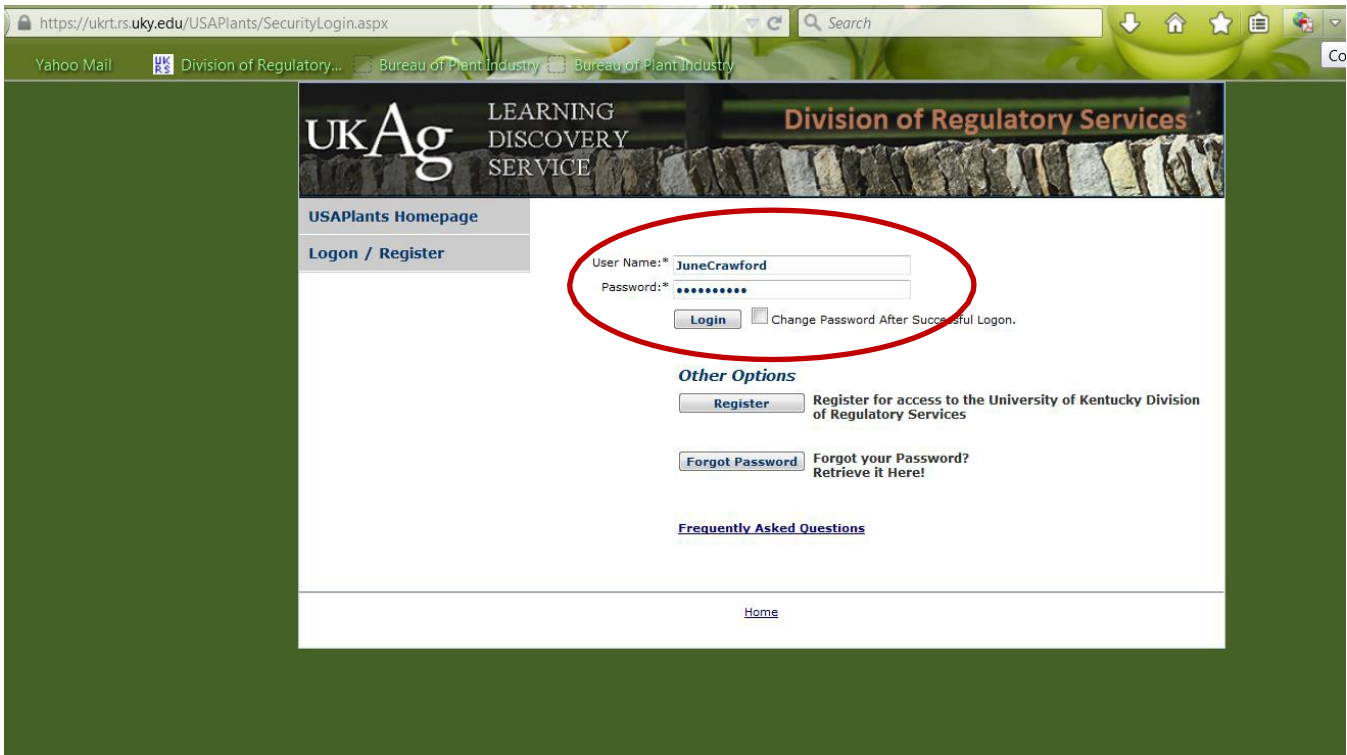


Using Your New USA Plants Account

On the log in page (<https://ukrt.rs.uky.edu/USAPlants/SecurityLogin.aspx>) use your user name and password to log in.



This will take you to your home account screen. It should look something like this:



If your company registers for fertilizer, feed and/or seed, all of those accounts will be shown in this area. Choose the link you need to work under. Here we are choosing “Fertilizer Manufacturers”. That link will take you to the home screen of your company in that program (Fertilizer, Feed or Seed).



To upload a new product, choose “Brands”. This will further open the screen to show you what you currently have in the system, and where they are in the process. In the example below, one is approved, one is approved pending payment, and one has been denied.

Back to Account Home

Payments

(Click to show your payments)

Tonnage

(Click to show your tonnage)

Brands

(Click to hide your brands)

Products

Important: Any products listed below not in the 'Active' (A) status are not approved for sale.

Display products registered for year: 2015

Get Results

Add New

Export to Excel

[View Approved Pending Payment Brands \(1\)](#)[View All \(3\)](#)

Product Name	Product ID	Grade	Product Status
June's 2nd product 15	128295	15-15-15	A
June's first product 15	128294	15-15-15	Approved Pending Payment
Junes newest product	128820	3-3-3	D

3 record(s) found.

College of Agriculture, Food, and Environment, Division of Regulatory Services. Copyright ? 2014 University of Kentucky, An Equal Opportunity University.

Username: JuneCrawford

To add a new product, choose the “Add New” button.

USAPlants

UKAg

Home

Programs

Logout

Fertilizer Manufacturers Product Edit

Account Summary

00033K JUNE CRAWFORD 103 REGULATORY SVS BLDG, LEXINGTON, KY 40546 , 859-257-2668

Instructions

This is the fastest way to submit a product registration request. Please fill out the information below. A copy of your current label is required for each product and grade. You do not need a separate label for each package weight. Portable Document Format (PDF) is the preferred format for labels, but image formats (JPG, TIFF, BMP) and Microsoft Word files are also acceptable. The label must be legible.

Once you have submitted your request, the information you provided and your product label will be reviewed in the order that it was received. If the product is approved, you will be notified via email with an invoice. Product registration fees are \$50 per product for specialty products. A \$50 inspection fee will be added for products only sold in packages of 10 pounds or less. Inspection fees of \$0.50/ton will be due for specialty products sold in packages greater than 10 pounds and for farm fertilizers on a quarterly basis. If revisions to your product or product label are needed, you will also be notified by email. You will then have the opportunity to correct any information and/or submit a new label.

Please note that this product is NOT approved for sale until payment has been received and processed.

Product Information

Product Name*:

Status: Add Request

This product registration will be valid until 12/31/2015.

Product Code:

Size of smallest package in which this product is sold *: lb

You’ll notice instructions at the top, and as you scroll down you will be able to enter information about the product you are applying for registration for. First you will add the product information:

Product Information

Product Name*:

Status: Add Request

This product registration will be valid until 12/31/2015.

Product Code:

Size of smallest package in which this product is sold *: lb

Website:

Additional Options:

Agent:

This product is sold in packages that are *: ☐ 10 lbs. or less only ☐ More than 10 lbs. only ☒ Both 10 lbs. or less AND more than 10 lbs. ☐ Farm

Product Purpose:

Additional Information:

Product Composition

Please enter your product's label guarantees below. Nitrogen, Phosphate, and Soluble Potash minimum values are required. (Please enter a zero if there are no minimum guarantees for these ingredients).

Guaranteed Analysis

As you scroll further, you will add information about the product composition:

https://ukrt.rs.uky.edu/USAPlants/ProductRegFSA/External/BrandEditE

Search

Yahoo Mail

UKRS

Division of Regulatory...

Bureau of Plant Industry

Bureau of Plant Industry

Product Composition

Please enter your product's label guarantees below. Nitrogen, Phosphate, and Soluble Potash minimum values are required. (Please enter a zero if there are no minimum guarantees for these ingredients).

Guaranteed Analysis

Group	Nutrients	Minimum	Maximum	Nutrients	Minimum	Maximum	Nutrients	Minimum	Maximum
Primary	Nitrogen (N)			Avail. Phosphate (P2O5)			Soluble Potash (K2O)		
	Secondary: Calcium (Ca)			Magnesium (Mg)			Sulfur (S)		
Micro:	Boron (B)			Chlorine (Cl)			Cobalt (Co)		
	Copper (Cu)			Iron (Fe)			Manganese (Mn)		
	Molybdenum (Mo)			Sodium (Na)			Zinc (Zn)		
	Nickel (Ni)								

Product Labels

Please upload a copy of the Product label(s) by clicking 'Add' below.

You must upload at least one label.

Add

Date	Name	Description	Added By
0 record(s) found.			

SubmitDeleteBack

Add labels here.

In this area you enter the information about the guaranteed analysis of your product. Note that currently, there is a “minimum” and “maximum” field for nutrients. In Kentucky the fertilizer law states that the guarantee of a nutrient on the label is the MINIMUM of that nutrient we should expect to find in that product. For fertilizer you will only add your data to the “minimum” field.

A label will be required for each product that you wish to register, you will add those using the add button indicated by the arrow above.

Once all of the information is ready, click “submit”, and your product will be reviewed in the order in which it was submitted.

What happens then?

- Should more information be required we will contact you.
- If your product is approved you will be invoiced for any fees, if any are due.
- If your product is denied you will be notified. A list of corrections that would be required to the label will be sent. At that point you can determine whether or not to make those changes or to discontinue the process.

As always, if you have any problems or questions contact our office.