

# Kentucky Fertilizer Regulatory Program Handbook



Updated for  
2019

Division of Regulatory Services

103 Regulatory Services Building

Lexington Kentucky 40546-0275



# *Our Mission*

---

## **The Mission Statement of the Division of Regulatory Services**

As a part of the Kentucky Agricultural Experiment Station in the UK College of Agriculture, Food and Environment Regulatory Services is committed to service and consumer protection of Kentucky citizens, businesses, and industries. Our programs monitor and analyze feed, fertilizer, milk, seed, and soil and are administered using a cooperative, science-based approach.

---

## **The Mission Statement of the Fertilizer Regulatory Program**

The mission of the fertilizer regulatory program has two parts: *external* and *internal*.

The *external* mission is to administer the Kentucky fertilizer law with integrity by developing an environment of mutual respect between the regulated industry and the regulatory office, providing empathic assistance and education to the industry, and rendering fair and equitable regulatory decisions. The *internal* mission is to promote teamwork among the inspection, laboratory, and administrative staff to build and maintain an integrated regulatory program that is the best in the nation.

---



# *Our History*

---

In September 1885, shortly after James Patterson, then college president, and two Board of Trustees members attended a meeting in Washington, DC, the Kentucky Agriculture Experiment Station was established in Fayette County.

In 1887 Congress passed The Hatch Act. The Hatch Act was legislation that called for every state to establish agriculture experiment stations as well as establishing federal funding for each of those stations.

Soon thereafter the experiment station in Fayette County officially became known as the Kentucky Agricultural Experiment Station.

Less than a year later the Kentucky General Assembly enacted a law to protect “the agriculturist in purchase and use” of fertilizer, and with that, the director of the Kentucky Agricultural Experiment Station was officially assigned full administrative duties of that law. The Station was charged with the responsibilities of administering the responsibilities of the newly passed Fertilizer Law, the station became responsible for registering, reviewing labeling, and analyzing samples of fertilizer in the state.

In 1910 the Kentucky Agricultural Experiment Station became a part of the College of Agriculture of the University of Kentucky. More regulatory responsibilities were assigned to the station as the next years went by, and by 1918 the Experiment Station was regulating fertilizers, livestock feed, and seed.

Today, as the Division of Regulatory Services, we are a part of the University of Kentucky’s College of Food, Agriculture and Environment, and we continue to work on behalf of the citizens of Kentucky. We administer several state laws that regulate fertilizer, feed, seed and the marketing of raw milk; we also operate two service programs for testing seed and soil.

The Fertilizer Regulatory Program of the Division of Regulatory Services continues to administer the Kentucky Fertilizer Law. We register more than 5500 fertilizer products, and license nearly 200 fertilizer blenders, and are constantly registering and working with new companies and products.

We have a team of eight inspectors across the state who take approximately 3,000 fertilizer each year. Our labs test those samples to ensure that the product is our consumers are receiving the product that they are guaranteed.

Our goal is to do this with integrity and respect for both the industry and our consumers.



# *Registering to Sell Fertilizer in Kentucky*

---

If you are a new company interested in selling fertilizer in Kentucky, you need to first register your product.

When registering fertilizer product, you should use the applicable registration form, send it, along with labels for the product you wish to register, to our offices. Each label will be reviewed, and if approved, you will be assigned a company number and invoiced if any fees are due.

Forms to register products are Forms 1, 3 and 4. If the product you want to register is used exclusively on agricultural crops, use form 1. If your product directions for use indicate more than agricultural crops, you will use either a form 3 or form 4. Choose a form three if the smallest size product you sell is less than 10 pounds. If greater than 10 pounds, use form 4. If you have product both under and over 10 pounds, use form 3 and include all packaging sizes there. Regardless of the form you use, be sure to list all sizes of packaging that the product is sold in. Each product is registered only once, regardless of how many different package sizes the product is sold in.

If you sell product in package sizes greater than 10 pounds you will be required to report tonnage quarterly.

Once registered, you will be able to apply for any new product registration using the same method, or using our online portal.

---

If you are a fertilizer blender, you must apply for a license for each blender location. While you are not required to register each blend that is created at these locations, all materials that you plan to use in the blending process should be registered (see product information above). To license a farm or specialty blender you will use a Form 2. Tonnage reports will be required quarterly for blenders.

If you are a distributor of custom mixed specialty fertilizers for home lawns, golf courses, recreational areas, or other non farm areas, you must also apply for licensing. You will use Form 5 to register each location. Tonnage reports will be required quarterly.

The registration of products or licensing of blenders runs a calendar year, January through December, and will need to be renewed every year. Our fertilizer applications can be found on our website under **Application Forms and Instructions.**

---

# *Labeling*

---

Every fertilizer sold in Kentucky should be labeled on the packaging, or, if a bulk blended product, should list the grade and materials use in the blend on the invoice.

Each label is required at minimum to have the following five items clearly listed on it:

- The name of the product
- The grade of the product
- A guaranteed analysis
- The weight of the product
- The name and address of the company responsible for the product.

An example of this simple label would look something like this:

My Flower Fertilizer	
10-10-10	
Total Nitrogen (N).....	10.0%
Available Phosphate (P <sub>2</sub> O <sub>5</sub> ) .....	10.0%
Soluble Potash (K <sub>2</sub> O).....	10.0%
Company Name	
Street Address	
City, State Zip	
50 lb	

# Labeling

Much more may be included on a label. You may include a derivative statement, directions for use, as well as other information you might choose to include. A more involved label may look like this:

## Super Green 17-17-17

### Guaranteed Analysis

Total Nitrogen (N) .....	17.00%
6.66% Ammoniacal Nitrogen	
10.34% Urea Nitrogen*	
Available Phosphate (P <sub>2</sub> O <sub>5</sub> ) .....	17.00%
Soluble Potash (K <sub>2</sub> O) .....	17.00%
Calcium (Ca) .....	1.00%
Magnesium (Mg) .....	0.50%
0.50% Water Soluble Magnesium (Mg)	
Sulfur (S) .....	1.00%
1.00% Combined Sulfur (S)	
Boron (B) .....	0.02%
Chlorine (Cl) .....	0.10%
Cobalt (Co) .....	0.0005%
Copper (Cu) .....	0.05%
Iron (Fe) .....	0.10%
0.05% Chelated Iron (Fe)	
0.05% Water Soluble Iron (Fe)	
Manganese (Mn) .....	0.05%
0.04% Water Soluble Manganese (Mn)	
Molybdenum (Mo) .....	0.0005%
Nickel (Ni) .....	0.0010%
Sodium (Na) .....	0.10%
Zinc (Zn) .....	0.05%
0.05% Chelated Zinc (Zn)	

Plant Nutrients derived from Diammonium Phosphate, Urea, Sulfur Coated Urea, Muriate of Potash, Calcium Carbonate, Magnesium Sulfate, Ammonium Sulfate, Borax, Copper Chloride, Cobalt Sulfate, Iron Citrate, Ferrous Sulfate, Manganese Sulfate, Sodium Molybdate, Nickel Sulfate, and Zinc EDTA.

\*3.4% Slowly available nitrogen from sulfur coated urea

CAUTION: The application of fertilizing materials containing Molybdenum (Mo) may result in forage crops containing levels of Molybdenum (Mo) which are toxic to ruminant animals.

### Directions For Use

Directions for use should include either:  
a general statement, (e.g. "Use in accordance with recommendations of a qualified individual or institution, or according to an approved nutrient management plan") or  
detailed directions, such as recommended application rate(s) in units of weight or volume per unit of area coverage, and details of application timing and minimum intervals.

Registrant, Manufacturer, or Distributor Name

Mailing Address

City, State Zip Code

Net Weight-00lb (00Kg)

Label above is adapted from the AAPFCO label guide 2019. More information regarding labeling requirements can be found on our website under **Labeling Requirements**.

# Labeling

---

Items to note regarding labels:

Grades should be expressed in whole numbers only, unless the grade is less than 1%. Example: 3-2-5, .05—.05—.05, 1—.5—1 are acceptable, 3.2-2-4 is not.

The only exception to this are products used exclusively for hydroponic systems.

Only the NPK values should be in the grade 10-10-10 is acceptable, 10-10-10-5S is not.

Guaranteed analysis

- When guaranteeing nutrients in a product, the NPK values should be listed first
- Secondary nutrients should fall under the NPK values, in alphabetical order
- Micronutrients should fall under secondary nutrients, in alphabetical order

The minimum percentages of secondary and micronutrients accepted for registration in Kentucky are as follows:

Element	Percent
Calcium (Ca)	1.0000
Magnesium (Mg)	0.5000
Sulfur (S)	1.0000
Boron (B)	0.0200
Chlorine (Cl)	0.1000
Cobalt (Co)	0.0005
Copper (Cu)	0.0500
Iron (Fe)	0.1000
Manganese (Mn)	0.0500
Molybdenum (Mo)	0.0005
Sodium (Na)	0.1000
Zinc (Zn)	0.0500

## *Tonnage*

---

Once your company has been approved and product registered in Kentucky, if you sell in packaging greater than 10 pounds, whether agricultural or specialty product, you will be required to file quarterly tonnage reports.

These reports are generated in our office and emailed or mailed to companies at the end of each quarter. Completed reports may be returned to us via email, post or fax. We do request that you use only one way to return the report each quarter so that multiple copies are not received.

Your company may report tonnage for which fees will be due. If fees are due, the report will not be considered complete until those fees are received.

You must also report tonnage that is exempt, that is tonnage that you are not responsible for any fees that might be due.

## *Registration and Tonnage Using USA Plants*

---

The Division of Regulatory Services uses USA Plants as our registration and tonnage system. Once your company is registered, you have the option of setting up your company online. If you choose to do that, you will be able to apply to register new product using the system as well as report tonnage there.

Information regarding how to set up your company for an online account will be emailed to you when your registration has been approved. If you are a company who has been registered for some time and you would like to set up your account online, please contact our office for information on how to do that, or, find those instructions on the website under **Registrations/USA Plants**.

## *Currently Registered Companies*

---

A listing of companies currently registered to sell fertilizer in Kentucky is available on our website. You can find that under the heading labeled **Current Registrants**.

It is important to note, if you sell fertilizer to a company that is not on the Current Registrants list, you still must report that tonnage.

# *Fertilizer Sampling, Reporting, and Stop Sales*

---

## Sampling

Each year fertilizer samples are taken all across our state by our Inspection Staff. These samples include fertilizer materials, custom blends made for farmers, and packaged product offered for sale in the state. Those samples are sent to our labs who then test them against their guaranteed analysis.

## Reporting

Copies of the lab results are emailed or mailed to both the manufacturer of the product and the retailer that sold the product. If the product was a blend created for a farmer, the farmer will also receive a copy of that report.

## Stop Sales

The majority of the samples tested meet their analysis; however, from time to time a sample does not and is considered deficient. When that occurs a stop sale is issued.

When a stop sale is issued that product cannot be sold until the Stop Sale is resolved. Instructions and options for resolving stop sales are listed on the sample report and on our website.

If the deficiency is great enough, a penalty will be assessed.

The amount of that penalty is determined from the results of a values survey sent out each year by our office. Those surveys are sent to a large sampling of fertilizer sellers within the state requesting that they provide us with the retail prices of fertilizer materials. All of the replies to those surveys are compiled and a value is determined for fertilizer materials. Those values are used to determine any penalty due.

The results of the values survey are available each year on our website under the heading **Commercial Fertilizer Values** (current year). No information regarding the companies surveyed will be made available.

If a stop sale with penalty is assessed on a product that has been sold to a consumer, that penalty must be reimbursed to the purchaser.

Stop sales with or without penalties must be resolved within 90 days of the report date.

A company may request a referee sample within the 90 day resolution period, and the results should be received in enough time to allow for the resolution of the stop sale within those 90 days. Any costs incurred with the referee sample are the responsibility of the company making the request.

Any questions regarding stop sales and deficiencies may be directed to our office.

## *Yearly Bulletins and Publications*

---

Each year our office publishes an annual bulletin which contains the results of all of the official sample analysis that we made during the year. That information includes the company responsible, the product tested, and the sample results. This information is public and available on our website or by sending a request for a hard copy to our office.

We also publish tonnage distribution reports that are available on our website or by request to our office.

You can find both of these on our website under the heading **Annual Report of Fertilizer Analysis**.

## *Contacting Our Office*

---

Correspondence mailed to our office should be mailed to:

Fertilizer Regulatory Program  
103 Regulatory Services Building  
Lexington, Kentucky 40546-0275

To contact us by phone: 859-257-2668

To fax: 859-257-9478

The website can be found at: [www.rs.uky.edu](http://www.rs.uky.edu)

## *Laws and Regulations*

---

The text of the Kentucky Fertilizer Law and Regulations Under the Kentucky Fertilizer Law can be accessed on our website or by requesting a copy of them from our office.



# How to File a Tonnage Report



## Division of Regulatory Services

103 Regulatory Services Building  
Lexington, KY 40546-0275  
859-257-2668  
Fax 859-257-9478

### KENTUCKY QUARTERLY FERTILIZER TONNAGE REPORT

For the reporting period of April 1, 2018 - June 30, 2018

**Dates to note for  
report due**

Due Jul 31  
Delinquent Aug 15

**Your company name and address appears here  
on the tonnage form you are sent each quarter**

Add 10 percent of the inspection fee or \$50, whichever is greater, should your report(s) be postmarked later than the delinquent date shown above. This late fee also applies to "zero" reports.

Permit: 00033K **This is your permit, or company, number**

COUNTY CODE*	QUANTITY (TONS)	FERTILIZER CODE **	GRADE	BAG (1) BULK (2) LIQUID (3)	USE FARM (1) NONFARM (2)
175	202	66	46-0-0	2	1

Tonnage that you have sold to end users (consumers) goes in this area. All of the information in each of the columns should be included. As long as the sales you are reporting are in the same county and are for the same product you can include them on one line. Example: You have three separate sales of urea in Morgan County, one for 5 tons, one for 22 tons and one for 175 tons. All three of those sales can be added together, with 202 tons reported sold in Morgan County as shown above on the first line.

Tons (This page)	202
Tons (Attached Page)	200
Total Tons (This Qtr)	402
Fee @ \$.50/ton	\$ 101.00**
Late Report Fee	\$ 0
Total Due	\$ 101.00

**Note: Zero Reports are  
REQUIRED.**

Make Checks Payable to: University of Kentucky

\*County Codes - See Back of Form

\*\* Fertilizer Codes - Use correct codes for materials, 0 for mixtures. (See Tonnage Reporting Handbook for codes)

REPORT BY: Signature of person responsible for report  
(Person Completing Report)

EMAIL: Email of person filing report

TITLE: Title (if any) of person filing report

PHONE: Phone for person filing report

DATE: Date the report is filed- NOTE: The date of the postmark is used to determine if the report is late.

DO NOT WRITE BELOW - FOR USE OF REGULATORY SERVICES ONLY

check amount

check number

date issued

date received

**\*\* Tonnage fees are calculated only on the tonnage that is reported as non-exempt. In this example those are the 202 tons reported on the first page of the report.**

## How to File a Tonnage Report

**Inspection Fee Exempt Tonnage**

Complete the following only for fertilizer you distributed in Kentucky on which the inspection fee has not been paid.

Reporting company number:

Reporting company name:

County Code*	Quantity (tons)	Fertilizer Code**	Grade	Company Responsible
175	200	66	46-0-0	Pretty Flowers Fertilizer Co.
<p>Fertilizer that you may have sold to other companies who then sell it to the end user goes in this area. That company will be responsible for reporting the tonnage they sell to the end user (consumer) on their tonnage report, and they will be responsible for any fees due.</p> <p>For example, your company sold 200 tons of bulk urea to “Pretty Flowers Fertilizer Company”* who are in Morgan County, who will then sell it to the end user (consumer). That tonnage would be reported as in the first line above.</p> <p>From time to time small companies purchase product from larger companies with the arrangement that the larger company will pay any tonnage fees involved. If your agreement with a company is like that, you report that tonnage on the front page of the report.</p>				

Adair	001	Grant	081	Mason	161
Allen	003	Graves	083	Meade	163
Anderson	005	Grayson	085	Menifee	165
Ballard	007	Green	087	Mercer	167
Barren	009	Greenup	089	Metcalfe	169
Bath	011	Hancock	091	Monroe	171
Bell	013	Hardin	093	Montgomery	173
Boone	015	Harlan	095	Morgan	175
Bourbon	017	Harrison	097	Muhlenberg	177
Boyd	019	Hart	099	Nelson	179
Boyle	021	Henderson	101	Nicholas	181
Bracken	023	Henry	103	Ohio	183
Breathitt	025	Hickman	105	Oldham	185
Breckinridge	027	Hopkins	107	Owen	187
Bullitt	029	Jackson	109	Owsley	189
Butler	031	Jefferson	111	Pendleton	191
Caldwell	033	Jessamine	113	Perry	193
Calloway	035	Johnson	115	Pike	195
Campbell	037	Kenton	117	Powell	197
Carlisle	039	Knott	119	Pulaski	199
Carroll	041	Knox	121	Robertson	201
Carter	043	Larue	123	Rockcastle	203
Casey	045	Laurel	125	Rowan	205
Christian	047	Lawrence	127	Russell	207
Clark	049	Lee	129	Scott	209
Clay	051	Leslie	131	Shelby	211
Clinton	053	Letcher	133	Simpson	213
Crittenden	055	Lewis	135	Spencer	215
Cumberland	057	Lincoln	137	Taylor	217
Daviess	059	Livingston	139	Todd	219
Edmonson	061	Logan	141	Trigg	221
Elliott	063	Lyon	143	Trimble	223
Estill	065	McCracken	145	Union	225
Fayette	067	McCreary	147	Warren	227
Fleming	069	McLean	149	Washington	229
Floyd	071	Madison	151	Wayne	231
Franklin	073	Magoffin	153	Webster	233
Fulton	075	Marion	155	Whitley	235
Gallatin	077	Marshall	157	Wolfe	237
Garrard	079	Martin	159	Woodford	239

\_\_\_\_\_

---

This page is a continuation page for anything you cannot fit on the other pages of the report. Please note, if you are reporting exempt tonnage on this page you need to note that it is exempt, and you need to add the name of the company who is responsible for reporting and paying fees for that tonnage as you did on page two of this report.

**Note: Add all continuation page tonnage and put at indicated place on Cover Page.**

Indicate the total tons you are reporting on this page, clarify between exempt tons and non-exempt tons, or separate those totals on two pages

# *Quick References for Tonnage Reporting*

---

## *Kentucky County Codes for Tonnage Reporting*

---

Adair	001	Grant	081	Mason	161
Allen	003	Graves	083	Meade	163
Anderson	005	Grayson	085	Menifee	165
Ballard	007	Green	087	Mercer	167
Barren	009	Greenup	089	Metcalf	169
Bath	011	Hancock	091	Monroe	171
Bell	013	Hardin	095	Montgomery	173
Boone	015	Harlan	095	Morgan	175
Bourbon	017	Harrison	097	Muhlenberg	177
Boyd	019	Hart	099	Nelson	179
Boyle	021	Henderson	101	Nicholas	181
Bracken	023	Henry	103	Ohio	183
Breathitt	025	Hickman	105	Oldham	185
Breckenridge	027	Hopkins	107	Owen	187
Bullitt	029	Jackson	109	Owsley	189
Butler	031	Jefferson	111	Pendleton	191
Caldwell	033	Jessamine	113	Perry	193
Calloway	035	Johnson	115	Pike	195
Campbell	037	Kenton	117	Powell	197
Carlisle	039	Knott	119	Pulaski	199
Carroll	041	Knox	121	Robertson	201
Carter	043	Larue	123	Rockcastle	203
Casey	045	Laurel	125	Rowan	205
Christian	047	Lawrence	127	Russell	207
Clark	049	Lee	129	Scott	109
Clay	051	Leslie	131	Shelby	211
Clinton	053	Letcher	133	Simpson	213
Crittenden	055	Lewis	135	Spencer	215
Cumberland	057	Lincoln	137	Taylor	217
Daviess	059	Livingston	139	Todd	219
Edmonson	061	Logan	141	Trigg	221
Elliott	063	Lyon	143	Trimble	223
Estill	065	McCracken	145	Union	225
Fayette	067	McCreary	147	Warren	227
Fleming	069	McLean	149	Washington	229
Floyd	071	Madison	151	Wayne	231
Franklin	073	Magoffin	153	Webster	233
Fulton	075	Marion	155	Whitley	235
Gallatin	077	Marshall	157	Wolfe	237
Garrard	079	Martin	159	Woodford	239



# Fertilizer Codes

## Nitrogen Products

Code	Product	N	P <sub>2</sub> O <sub>5</sub>	K <sub>2</sub> O	Range	Form**
0*	Identified By Grade	Identify grade on report				
2	Anhydrous Ammonia	82	0	0	80-83% N	Liquid
6	Aqua Ammonia	20.5	0	0	10-30% N	Liquid
10	Ammonium Nitrate	34	0	0	33-34% N	Dry
12	Ammonium Nitrate Solution	20	0	0	17-26% N	Liquid
13	Ammonium Nitrate-Limestone Mixtures	20	0	0	26-30% N	Dry
16	Ammonium Nitrate-Sulfate	30	0	0	26-30% N	Dry
20	Ammonium Polysulfide	20	0	0	18-23% N	Dry
24	Ammonium Sulfate	21	0	0	20-21% N	Dry
25	Ammonium Sulfate Solution	6	0	0	6-9% N	Liquid
27	Ammonium Sulfate Nitrate	26	0	0		Dry, Liquid
29	Ammonium Sulfate-Urea	33.55	0	0	33-34% N	Dry
31	Ammonium Thiosulfate	12	0	0		Liquid
35	Calcium Ammonium Nitrate	17	0	0	17-20.5% N	Dry, Liquid
38	Calcium Cyanamide	20.5	0	0		Dry, Liquid
43	Calcium Nitrate	15.5	0	0	15-15.5% N	Dry, Liquid
46	Calcium Nitrate-Urea	33.8	0	0	30-35%	Dry
50	Ferrous Ammonium Sulfate	7	0	0	14% Fe, 16% S	Dry
52	Magnesium Nitrate	7.1	0	0	6.6% Mg	Liquid
54	Nitric Acid	15	0	0		Liquid
56	Nitrogen Solution less than 28%	0	0	0	Less than 28.0%	Liquid
58	Nitrogen Solution 28%	28	0	0	28-29.9% N	Liquid
59	Nitrogen Solution 30%	30	0	0	30-31.9% N	Liquid
60	Nitrogen Solution 32%	32	0	0	32-32.9% N	Liquid
61	Nitrogen Solution less than 32%	0	0	0	Less than 32.0%	Liquid
62	Sodium Nitrate	16	0	0		Dry
64	Sulfur Coated Urea	36	0	0	36-38%	Dry
66	Urea	46	0	0	45-46%	Dry
68	Urea-Formaldehyde	38	0	0	35-40% N	Dry
73	Zinc Ammonium Sulfate Solution	10	0	0	10-15% N 10%Z	Liquid
77	Zinc Manganese Ammonium Sulfate	9	0	0		Liquid, Dry
97	Nitrogen Product-Code Unknown	0	0	0	2-44% N	Dry, Liquid
98	Nitrogen Product- Code and/or Grade Unknown	0	0	0	2-44% N	Dry, Liquid

\*When using code 0 indicate the grade of the product on your report, e.g., 19-19-19

\*\* Form – Bag-1      Bulk- 2      Liquid-3

# Fertilizer Codes Continued

## Phosphate Products

Code	Product	N	P <sub>2</sub> O <sub>5</sub>	K <sub>2</sub> O	Range	Form
201	Ammonium Metaphosphate	12	51	0		Dry
202	Ammonium Phosphate	11	48	0		Dry
203	Diammonium Phosphate	18	46	0	18-21% N	Dry
204	Ammonium Polysphosphate	15	60	0		Dry, Liquid
205	Basic Lime Phosphate	0	0	0	5-37% P <sub>2</sub> O <sub>5</sub>	Dry
206	Ammonium Phosphate Nitrate	27	14	0		Dry
207	Ammonium Phosphate Sulfate	16	20	0		Dry, Liquid
208	Basic Slag	0	9	0	8-10% P <sub>2</sub> O <sub>5</sub>	Dry
209	Monoammonium Phosphate	11	52	0		Dry
212	Bone Black, Spent	1	33	0		Dry
214	Bone Meal, Raw	3.9	22	0		Dry
216	Bone Meal, Steamed	2.2	27	0		Dry
218	Bone Precipitated	0	35	0	28-45% P <sub>2</sub> O <sub>5</sub>	Dry
223	Calcium Metaphosphate	0	60	0	60-62% P <sub>2</sub> O <sub>5</sub>	Dry
228	Colloidal Phosphate (Soft)	0	2	0	2-8% P <sub>2</sub> O <sub>5</sub>	Dry
233	Limestone, Phosphatic	0	13	0	13-14% P <sub>2</sub> O <sub>5</sub>	Dry
238	Magnesium Phosphate	0	18	0	17-18% P <sub>2</sub> O <sub>5</sub>	Dry
241	Nitric Phosphate	0	0	0	14-22%N 10-22% P <sub>2</sub> O <sub>5</sub>	Dry
243	Phosphate Rock	0	3	0	2-4% P <sub>2</sub> O <sub>5</sub>	Dry
248	Phosphoric Acid	0	54	0	2-75% P <sub>2</sub> O <sub>5</sub>	Liquid
249	Liquid Ammonium Polyphosphate	10	34	0	5-12% N 7-37% P <sub>2</sub> O <sub>5</sub>	Liquid
253	Precipitated Phosphate	0	35	0	24-45% P <sub>2</sub> O <sub>5</sub>	Dry
263	Superphosphate, Normal	0	22	0	18-22% P <sub>2</sub> O <sub>5</sub>	Dry
265	Superphosphate, Enriched	0	23	0	23-39% P <sub>2</sub> O <sub>5</sub>	Dry
267	Superphosphate, Triple	0	46	0	40-54% P <sub>2</sub> O <sub>5</sub>	Dry
273	Superphosphoric Acid	0	68	0	68-75% P <sub>2</sub> O <sub>5</sub>	Liquid
297	Phosphate Product-Code Unknown	0	0	0	1-75% P <sub>2</sub> O <sub>5</sub>	Dry,Liquid
298	Phosphate-Code and/or Grade Unknown	0	0	0	1-75% P <sub>2</sub> O <sub>5</sub>	Dry,Liquid

\*\* Form – Bag-1                      Bulk- 2                      Liquid-3

## Potash Products

Code	Product	N	P <sub>2</sub> O <sub>5</sub>	K <sub>2</sub> O	Range	Form
408	Lime-Potash Mixtures	0	0	10	5-10% K <sub>2</sub> O	Dry
413	Manure Salts	0	0	20	20-30% K <sub>2</sub> O	Dry
415	Potash Suspensions	0	0	0		Liquid
423	Potassium Carbonate	0	0	64	52-69% K <sub>2</sub> O	Dry,Liquid

\*\* Form – Bag-1                      Bulk- 2                      Liquid-3

# Fertilizer Codes Continued

## Potash Products

Code	Product	N	P <sub>2</sub> O <sub>5</sub>	K <sub>2</sub> O	Range	Form
428	Muriate of Potash 60%	0	0	60	59-61% K <sub>2</sub> O	Dry
430	Muriate of Potash 62%	0	0	62		Dry
443	Potassium-Magnesium Sulfate	0	0	22	21-28% K <sub>2</sub> O	Dry
448	Potassium-Metaphosphate	0	55	37		Dry
453	Potassium Nitrate	14	0	44	P 12-14% N 44-46% K <sub>2</sub> O	Dry
458	Potassium-Sodium Nitrate	15	0	14		Dry,Liquid
463	Potassium Sulfate	0	0	50	48-52% K <sub>2</sub> O	Dry
478	Tobacco Stems	2	0	6		Dry
497	Potash Product-Code Unknown	0	0	0	0-47% K <sub>2</sub> O	Dry,Liquid
498	Potash-Code/Grade Unknown	0	0	0	0-47% K <sub>2</sub> O	Dry,Liquid

## Natural Organic Products

Code	Product	N	P <sub>2</sub> O <sub>5</sub>	K <sub>2</sub> O	Range	Form
601	Blood, Dried	12	0	0		Dry
604	Castor Pomace	5	1	1		Dry
607	Cocoa Shell Meal	2.5	1	2		Dry
610	Cocoa Tankage	4	1.5	2		Dry
613	Compost	2	2	1		Dry
615	Cottonseed Meal	6.4	2	1		Dry
617	Fish Scrap	6	6	6		Dry
629	Guano	12	11	2		Dry
649	Manure	0.5	0.5	0.5		Dry
652	Peat	1.9	0.2	0.2		Dry
661	Sewage Sludge, Activated	6	2	2		Dry, Liquid
663	Sewage Sludge, Digested	10	2	0		Dry
665	Sewage Sludge, Heat-Dried	6	2	2	3-7% N 1-7% P <sub>2</sub> O <sub>5</sub> 1-2% K <sub>2</sub> O	Dry
667	Sewage Sludge, Other	6	2	2		Dry, Liquid
671	Soybean Meal	6	1	2		Dry
673	Tankage Animal	8.1	5.3	5.9		Dry
675	Tankage Process	7.8	0	0		Dry
681	Linseed Meal	5.6	2	2		Dry
685	Tung Pumace	8	2	2		Dry
697	Natural Organic - Code Unknown	0	0	0		Dry
698	Natural Organic – Code and/or Grade Unknown	0	0	0		Dry

\*\* Form – Bag-1      Bulk- 2      Liquid-3



# Fertilizer Codes Continued

## Secondary and Micronutrient Products

Code	Product	N	P <sub>2</sub> O <sub>5</sub>	K <sub>2</sub> O	Range	Form
702	Aluminum Sulfate	0	0	0		Dry
706	Boron Materials	0	0	0		Dry
710	Brucite (Magnesium Hydroxide)	0	0	0		Dry
714	Cobalt Sulfate	0	0	0		Dry
716	Copper Oxide, Black	0	0	0		Dry
717	Copper Oxide, Red	0	0	0		Dry
720	Copper Sulfate	0	0	0		Dry,Liquid
722	Copper Chelate	0	0	0		Liquid,Dry
723	Copper Compound	0	0	0		Liquid,Dry
724	Ferric Oxide	0	0	0		Dry
726	Ferric Sulfate	0	0	0		Dry
728	Ferrous Sulfate	0	0	0		Dry
730	Iron Chelate	0	0	0		Dry,Liquid
731	Iron Compound	0	0	0		Dry,Liquid
732	Gypsum (Calcium Sulfate)	0	0	0		Dry
733	Calcium Chelate	0	0	0		Dry,Liquid
734	Calcium Sulfate (Hydrous)	0	0	0		Dry,Liquid
736	Lime Sulfur Solution	0	0	0		Liquid
742	Magnesia (Magnesium Oxide)	0	0	0		Dry
744	Epsom Salt (Magnesium Sulfate)	0	0	0		Dry
745	Magnesium Chelate	0	0	0		Dry,Liquid
748	Manganese Agstone	0	0	0		Dry
749	Manganese Chelate	0	0	0		Dry,Liquid
750	Manganese Oxide	0	0	0		Dry
752	Manganese Slag	0	0	0		Dry
754	Manganese Sulfate	0	0	0		Dry
758	Manganous Oxide	0	0	0		Dry
762	Sodium Molybdonate	0	0	0		Dry
764	Soil Amendment	0	0	0		Dry,Liquid
765	Soil Additive	0	0	0		Dry,Liquid
766	Soil Conditioner	0	0	0		Dry,Liquid
767	Potting Soil	0	0	0		Dry
770	Sulfur	0	0	0		Dry,Liquid
773	Calcium Chloride	0	0	0		Dry,Liquid
774	Sulfuric Acid	0	0	0		Liquid
778	Zinc Oxide	0	0	0		Dry
780	Zinc Oxysulfate	0	0	0		Dry

\*\* Form – Bag-1

Bulk- 2

Liquid-3

# Fertilizer Codes Continued

## Secondary and Micronutrient Products

Code	Product	N	P <sub>2</sub> O <sub>5</sub>	K <sub>2</sub> O	Range	Form
782	Zinc Sulfate	0	0	0		Dry
783	Zinc Sulfate Solution	0	0	0		Liquid
784	Zinc Chelate	0	0	0		Dry,
797	Sec/Micro-Code Unknown	0	0	0		Dry,
798	Sec/Micro-Code Analysis Unknown1	0	0	0		Dry,
915	Non-Lime Filler (Water,Sand, Etc.)	0	0	0		Dry

## Lime Products

Code	Product	N	P <sub>2</sub> O <sub>5</sub>	K <sub>2</sub> O	Range	Form
901	Calcium Oxide (Burnt)	0	0	0		Dry
902	Calcium Hydroxide (Hydrate	0	0	0		Dry
903	Standard Dolomite	0	0	0		Dry
904	Dolomitic Lime (75% Neutral)	0	0	0		Dry, Liquid
905	Standard Calcite	0	0	0		Dry
906	Calcitic Lime (74% Neutral)	0	0	0		Dry, Liquid
907	Lime Product – Code Unknown	0	0	0		Dry
908	Lime Product – Code and/or Grade Unknown	0	0	0		Dry, Liquid
910	Dolomitic & Calcite Blend (Pelletized)	0	0	0		Dry
912	Lime Suspensions	0	0	0		Liquid
915	Non-Lime Filler (Water, Sand, Etc.)	0	0	0		Dry, Liquid

## Unidentified Products\*\*\*

Code	Product	N	P <sub>2</sub> O <sub>5</sub>	K <sub>2</sub> O	Range	Form
978	Fertilizer Product- Code and/or Grade Unknown					Dry, Liquid
988	Single Nutrient- Code and/or Grade Unknown					Dry, Liquid
990	Specialty- Code and/or Grade Unknown					Dry, Liquid
998	Multiple Nutrient- Code and/or Grade Unknown					Dry, Liquid

\*\* Form – Bag-1                      Bulk- 2                      Liquid-3

\*\*\* Use these codes only when both the code and analysis are unknown for the tonnage being reported.

# Reporting Tonnage in USA Plants

Your quarterly tonnage report can be filed using USA Plants. However, it is important to note, the report will not be listed as complete until we receive the front page of the report that is sent to you each quarter.

If you report tonnage online and fees are due, you will need to send the front page of the report that you are sent with those fees. Note on the form that tonnage was reported online.

Zero reports are required, and can be reported online; however, a scan or copy of the front page of the tonnage report you are sent must be forwarded to our office. Note on it that tonnage was reported online.

Once you've registered your account online you can also report your tonnage online. To do this, begin by signing into your account, and access your account home page as below.

The screenshot shows the USA Plants account home page. At the top, there are logos for USA Plants and UKAg. Below the logos, there are navigation links: Home, Programs, and Logout. The main content area is titled 'Fertilizer Program' and 'Account Summary'. It displays account information for 00033K | JUNE CRAWFORD | 103 REGULATORY SVS BLDG, LEXINGTON, KY 40546 | P1: 859-257-2668. Below this, there is a 'License Information' section with fields for USAPlants ID, License ID, Status, Issue Date, Expire Date, Original Effective Date, and License Designate. At the bottom, there are links for 'Back to Account Home', 'Contacts', 'Payments', 'Tonnage', and 'Products'. A red arrow points to the 'Tonnage' link.

Choose the “tonnage” link and click to open.

The screenshot shows the USA Plants 'Tonnage' page. At the top, there are logos for USA Plants and UKAg. Below the logos, there are navigation links: Home, Programs, and Logout. The main content area is titled 'Fertilizer Program' and 'Account Summary'. It displays account information for 00033K | JUNE CRAWFORD | 103 REGULATORY SVS BLDG, LEXINGTON, KY 40546 | P1: 859-257-2668. Below this, there is a 'License Information' section with fields for USAPlants ID, License ID, Status, Issue Date, Expire Date, Original Effective Date, and License Designate. At the bottom, there are links for 'Back to Account Home', 'Contacts', 'Payments', 'Tonnage', and 'Products'. A red arrow points to the 'Add/Edit Tonnage' button.

Once opened, choose the Add/Edit tonnage button.

# Reporting Tonnage in USA Plants

The screenshot shows the 'Tonnage Edit' page for user 'JUNE CRAWFORD'. It includes account summary, fertilizer tonnage, and package weight information. A red arrow points to the 'Zero Tonnage' checkbox, which is currently unchecked. Below the checkbox, there is a link to download the 'Excel Tonnage Template'.

If you are reporting *zero tonnage*, you check this box.

This will take you to a page that looks like this.

The screenshot shows the 'Tonnage Edit' page after saving a zero tonnage report. The 'Zero Tonnage' checkbox is now checked. A red box highlights the 'Late Fee' information, which states: 'This report is being filed after the delinquent date, and is being assessed a late fee. This report cannot be closed until these fees are paid.' The 'Late Fee' is \$50.00. The 'Total Amount Due' is \$50.00. A red arrow points to the 'Late Fee' field.

Once reporting is complete you may log out. However, in the above reporting you will notice that the report is being entered *after* the delinquent date. That means that a late penalty is assessed. The report will not be marked complete until all fees due are received. If your report is not late you will not see any late fee due.

When finished, choose save.



# Reporting Tonnage in USA Plants

If you *do* have tonnage to report, you go through the same steps to log on and choose the enter/edit tonnage. That brings you to the page where you can enter tonnage. You scroll down past the area where you can enter a zero report and you will find the area where you enter tonnage.

☐ Zero Tonnage

If you wish to enter your tonnage data in Excel, please download the [Excel Tonnage Template](#) and enter your data. See the instructions box below.

[Upload Tonnage](#) [Popup Help](#)

**Instructions: Importing Tonnage**

1. Download and save (save as a local file) the [Excel Tonnage Template](#).
2. Click "Enable Content" to enable macros (Excel 2007/2010) or click "Enable Macros" (Excel 2003). [Excel Macros Help](#)
3. Enter your tonnage data on each row of the spreadsheet. (Use the predefined codes and county values, where applicable.)
4. After entering your data, save the spreadsheet as an ".xls" file.
5. Click "Upload Tonnage" (to the left), and then click "Browse..." to locate your saved Excel file.
6. Click "Upload" to upload the file and then follow the prompts to import your tonnage data.

[Add New Row](#) [Export Tonnage Data to Excel](#)

Row	UFRS Fertilizer Code	N	P205	K2O	County	Farm Use Bag	Farm Use Bulk	Farm Use Liquid	Non Farm Use Bag	Non Farm Use Bulk	Non Farm Use Liquid	Total Tons
						0.000	0.000	0.000	0.000	0.000	0.000	0.000

Page 1 of 0

[Add New Row](#)

Note: New rows are added at the end of the tonnage data. Rows with validation errors are not saved until the errors are corrected.

Total Tons: 0.000 Inspection Fee: \$0.00 Late Fee: \$50.00 Total Amount Due: \$50.00

Exempt Type: Tons: UFRS Fertilizer Code: Deferred Company:

Sold To: 0 IDENTIFIED BY GRADE Agri-Chem - Hopkville - 00034D [Add](#) [Reset](#)

Exempt Type: Tons: UFRS Fertilizer Code: Deferred Company:

Choose add new row.  
(You can choose either button.)

That will add a new row where information can be entered (see below).

Fee: \$0.30 per ton  
Minimum Fee: \$0.00  
Fee Due Date: 02/15/2019  
Late Fee: 10%  
Minimum Late Fee: \$50.00

Please enter your tonnage below, or check the ☐ Zero Tonnage checkbox to indicate you have no tonnage.

☐ Zero Tonnage

If you wish to enter your tonnage data in Excel, please download the [Excel Tonnage Template](#) and enter your data. See the instructions box below.

[Upload Tonnage](#) [Popup Help](#)

**Instructions: Importing Tonnage**

1. Download and save (save as a local file) the [Excel Tonnage Template](#).
2. Click "Enable Content" to enable macros (Excel 2007/2010) or click "Enable Macros" (Excel 2003). [Excel Macros Help](#)
3. Enter your tonnage data on each row of the spreadsheet. (Use the predefined codes and county values, where applicable.)
4. After entering your data, save the spreadsheet as an ".xls" file.
5. Click "Upload Tonnage" (to the left), and then click "Browse..." to locate your saved Excel file.
6. Click "Upload" to upload the file and then follow the prompts to import your tonnage data.

[Add New Row](#) [Export Tonnage Data to Excel](#)

Row	UFRS Fertilizer Code	N	P205	K2O	County	Farm Use Bag	Farm Use Bulk	Farm Use Liquid	Non Farm Use Bag	Non Farm Use Bulk	Non Farm Use Liquid	Total Tons
1	0 IDENTIFIED BY GRADE	0.00	0.00	0.00		0.000	0.000	0.000	0.000	0.000	0.000	X

Page 1 of 1

[Add New Row](#)

Note: New rows are added at the end of the tonnage data. Rows with validation errors are not saved until the errors are corrected.

Total Tons: 0.000 Inspection Fee: \$0.00 Late Fee: \$50.00 Total Amount Due: \$50.00

Exempt Type: Tons: UFRS Fertilizer Code: Deferred Company:

Sold To: 0 IDENTIFIED BY GRADE Agri-Chem - Hopkville - 00034D [Add](#) [Reset](#)

Exempt Type: Tons: UFRS Fertilizer Code: Deferred Company:

Click on that new row and it will become highlighted as below.

☐ Zero Tonnage

If you wish to enter your tonnage data in Excel, please download the [Excel Tonnage Template](#) and enter your data. See the instructions box below.

[Upload Tonnage](#) [Popup Help](#)

**Instructions: Importing Tonnage**

1. Download and save (save as a local file) the [Excel Tonnage Template](#).
2. Click "Enable Content" to enable macros (Excel 2007/2010) or click "Enable Macros" (Excel 2003). [Excel Macros Help](#)
3. Enter your tonnage data on each row of the spreadsheet. (Use the predefined codes and county values, where applicable.)
4. After entering your data, save the spreadsheet as an ".xls" file.
5. Click "Upload Tonnage" (to the left), and then click "Browse..." to locate your saved Excel file.
6. Click "Upload" to upload the file and then follow the prompts to import your tonnage data.

[Add New Row](#) [Export Tonnage Data to Excel](#)

Row	UFRS Fertilizer Code	N	P205	K2O	County	Farm Use Bag	Farm Use Bulk	Farm Use Liquid	Non Farm Use Bag	Non Farm Use Bulk	Non Farm Use Liquid	Total Tons
1	0 IDENTIFIED BY GRADE	0.00	0.00	0.00		0.000	0.000	0.000	0.000	0.000	0.000	X

Page 1 of 1

[Add New Row](#)

Note: New rows are added at the end of the tonnage data. Rows with validation errors are not saved until the errors are corrected.

Total Tons: 0.000 Inspection Fee: \$0.00 Late Fee: \$50.00 Total Amount Due: \$50.00

Exempt Type: Tons: UFRS Fertilizer Code: Deferred Company:

Sold To: 0 IDENTIFIED BY GRADE Agri-Chem - Hopkville - 00034D [Add](#) [Reset](#)

Exempt Type: Tons: UFRS Fertilizer Code: Deferred Company:

# Reporting Tonnage in USA Plants

Click in the highlighted area and you will find that there are drop down menus allowing you to choose the UFRS code for the product you are reporting and the county codes for counties you are reporting the product sold in.

Instructions: Importing Tonnage

- Download and save (save as a local file) the **Excel Tonnage Template**.
- Click **"Enable Content"** to enable macros (Excel 2007/2010) or click **"Enable Macros"** (Excel 2003). [Excel Macros Help](#)
- Enter your tonnage data on each row of the spreadsheet. Use the predefined codes and county values, where applicable.
- After entering your data, save the spreadsheet as an ".xls" file.
- Click **"Upload Tonnage"** (to the left), and then click **"Browse..."** to locate your saved Excel file.
- Click **"Upload"** to upload the file and then follow the prompts to import your tonnage data.

Export Tonnage Data to Excel

Row	UFRS Fertilizer Code	N	P205	K2O	County	Farm Use Bag	Farm Use Bulk	Farm Use Liquid	Non Farm Use Bag	Non Farm Use Bulk	Non Farm Use Liquid	Total Tons
1	IDENTIFIED BY GRADE	0.00	0.00	0.00		0.000	0.000	0.000	0.000	0.000	0.000	0.000

Total Tons: 0.000 Inspection Fee: \$0.00 Late Fee: \$50.00 Total Amount Due: \$50.00

Exempt Type: Tons UFRS Fertilizer Code Deferred Company

Sold To: 0 IDENTIFIED BY GRADE Agri Chem Hopkinstown 000340 Add Reset

Exempt Type Tons UFRS Fertilizer Code Deferred Company

0 record(s) found.

If you choose a product that has a grade associated with it, the NPK values will populate

Instructions: Importing Tonnage

- Download and save (save as a local file) the **Excel Tonnage Template**.
- Click **"Enable Content"** to enable macros (Excel 2007/2010) or click **"Enable Macros"** (Excel 2003). [Excel Macros Help](#)
- Enter your tonnage data on each row of the spreadsheet. Use the predefined codes and county values, where applicable.
- After entering your data, save the spreadsheet as an ".xls" file.
- Click **"Upload Tonnage"** (to the left), and then click **"Browse..."** to locate your saved Excel file.
- Click **"Upload"** to upload the file and then follow the prompts to import your tonnage data.

Export Tonnage Data to Excel

Row	UFRS Fertilizer Code	N	P205	K2O	County	Farm Use Bag	Farm Use Bulk	Farm Use Liquid	Non Farm Use Bag	Non Farm Use Bulk	Non Farm Use Liquid	Total Tons
1	IDENTIFIED BY GRADE	0.00	0.00	0.00		0.000	0.000	0.000	0.000	0.000	0.000	0.000

Total Tons: 0.000 Inspection Fee: \$0.00 Late Fee: \$50.00 Total Amount Due: \$50.00

Exempt Type: Tons UFRS Fertilizer Code Deferred Company

Sold To: 0 IDENTIFIED BY GRADE Agri Chem Hopkinstown 000340 Add Reset

Exempt Type Tons UFRS Fertilizer Code Deferred Company

0 record(s) found.

You should fill in the remaining information by entering each area and adding the tonnage you are reporting.

Instructions: Importing Tonnage

- Download and save (save as a local file) the **Excel Tonnage Template**.
- Click **"Enable Content"** to enable macros (Excel 2007/2010) or click **"Enable Macros"** (Excel 2003). [Excel Macros Help](#)
- Enter your tonnage data on each row of the spreadsheet. Use the predefined codes and county values, where applicable.
- After entering your data, save the spreadsheet as an ".xls" file.
- Click **"Upload Tonnage"** (to the left), and then click **"Browse..."** to locate your saved Excel file.
- Click **"Upload"** to upload the file and then follow the prompts to import your tonnage data.

Export Tonnage Data to Excel

Row	UFRS Fertilizer Code	N	P205	K2O	County	Farm Use Bag	Farm Use Bulk	Farm Use Liquid	Non Farm Use Bag	Non Farm Use Bulk	Non Farm Use Liquid	Total Tons
1	54 - NITROGEN SOLUTION 20%	10.00	0.00	0.00	Morgan	100	5000	0	0	0	0	0.000

Total Tons: 0.000 Inspection Fee: \$0.00 Late Fee: \$50.00 Total Amount Due: \$50.00

Exempt Type: Tons UFRS Fertilizer Code Deferred Company

Sold To: 0 IDENTIFIED BY GRADE Agri Chem Hopkinstown 000340 Add Reset

Exempt Type Tons UFRS Fertilizer Code Deferred Company

0 record(s) found.



# Reporting Tonnage in USA Plants

To add more tonnage, add a new row. Continue the process until all tonnage being reported is entered. Note that your tons are automatically added, your fees due are calculated, including late fees if applicable.

Most Visited Division of Regulatory ... UK Division of Regulatory ... USAPlants

Add New Row Export Tonnage Data to Excel

Row	UFRS Fertilizer Code	N	P205	K2O	County	Farm Use Bag	Farm Use Bulk	Farm Use Liquid	Non Farm Use Bag	Non Farm Use Bulk	Non Farm Use Liquid	Total Tons
1	59 - NITROGEN SOLUTION 30%	30.00	0.00	0.00	Morgan	100	5000	0	0	10	0	5110
2	0 - IDENTIFIED BY GRADE	19.00	19.00	19.00	Menifee	0	5020	0	25	0	0	5045
3	2 - ANHYDROUS AMMONIA	82.00	0.00	0.00	Wolfe	0	0	600	0	0	0	600
4	428 - MURIATE OF POTASH 60%	0.00	0.00	60.00	Lee	250	7200	0	0	0	0	7450
5	0 - IDENTIFIED BY GRADE	0.00	0.00	0.00								
						100.000	10020.000	600.000	25.000	10.000	0.000	10755.000

Page 1 of 0 View 1 - 5 of 5

Note: New rows are added at the end of the tonnage data. Rows with validation errors are not saved until the errors are corrected.

Total Tons: 10,755.000 Inspection Fee: \$5,377.50 Late Fee: \$537.75 Total Amount Due: \$5,915.25

Exempt Type Tons UFRS Fertilizer Code Deferred Company

Sold To 0 - IDENTIFIED BY GRADE Agri-Chem - Hopkinsville - 00034D Add Reset

Exempt Type Tons UFRS Fertilizer Code Deferred Company

0 record(s) found.

If you need to delete an entry you can delete rows by highlighting the row you want to delete and clicking the X at the right side of that row. When the pop comes up, choose delete and that row will be removed. Your total tonnage is adjusted automatically.

Most Visited Division of Regulatory ... UK Division of Regulatory ... USAPlants

Add New Row Export Tonnage Data to Excel

Row	UFRS Fertilizer Code	N	P205	K2O	County	Farm Use Bag	Farm Use Bulk	Farm Use Liquid	Non Farm Use Bag	Non Farm Use Bulk	Non Farm Use Liquid	Total Tons
1	59 - NITROGEN SOLUTION 30%	30.00	0.00	0.00	Morgan	100	5000	0	0	10	0	5110
2	0 - IDENTIFIED BY GRADE	19.00	19.00	19.00	Menifee	0	5020	0	25	0	0	5045
3	2 - ANHYDROUS AMMONIA	82.00	0.00	0.00	Wolfe	0	0	600	0	0	0	600
4	428 - MURIATE OF POTASH 60%	0.00	0.00	60.00	Lee	250	7200	0	0	0	0	7450
5	0 - IDENTIFIED BY GRADE	0.00	0.00	0.00								
						350.000	17220.000	600.000	25.000	10.000	0.000	18205.000

Page 1 of 0 View 1 - 5 of 5

Note: New rows are added at the end of the tonnage data. Rows with validation errors are not saved until the errors are corrected.

Total Tons: 18,205.000 Inspection Fee: \$9,102.50 Late Fee: \$910.25 Total Amount Due: \$10,012.75

Exempt Type Tons UFRS Fertilizer Code Deferred Company

Sold To 0 - IDENTIFIED BY GRADE Agri-Chem - Hopkinsville - 00034D Add Reset

Exempt Type Tons UFRS Fertilizer Code Deferred Company

0 record(s) found.

If you are adding exempt tonnage, use the area provided. The exempt type, UFRS codes and Deferred Company areas are all drop down menus.

Most Visited Division of Regulatory ... UK Division of Regulatory ... USAPlants

Add New Row

Row	UFRS Fertilizer Code	N	P205	K2O	County	Farm Use Bag	Farm Use Bulk	Farm Use Liquid	Non Farm Use Bag	Non Farm Use Bulk	Non Farm Use Liquid	Total Tons
4	428 - MURIATE OF POTASH 60%	0.00	0.00	60.00	Lee	250.000	7200.000	0.000	0.000	0.000	0.000	7450.000
						250.000	12220.000	600.000	25.000	0.000	0.000	13095.000

Page 1 of 1 View 1 - 3 of 3

Note: New rows are added at the end of the tonnage data. Rows with validation errors are not saved until the errors are corrected.

Total Tons: 0.000 Inspection Fee: \$0.00 Late Fee: \$50.00 Total Amount Due: \$50.00

Exempt Type Tons UFRS Fertilizer Code Deferred Company

Sold To 2 - ANHYDROUS AMMONIA Agri-Chem - Hopkinsville - 00034D Add Reset

Exempt Type Tons UFRS Fertilizer Code Deferred Company

0 record(s) found.

Total Deferred Tonnage: 0

Total Tonnage on which Inspection Fee is Due: 0

Save Back Save & Back

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

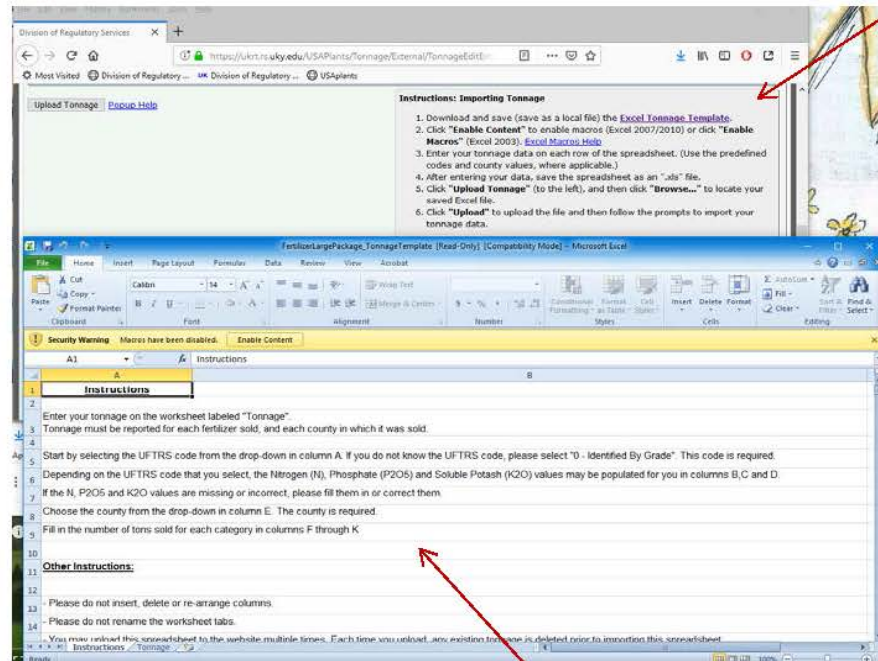
Username: juncrawford

Once complete, choose the save or save and back button to enter tonnage. It will not be submitted until you hit save



# Reporting Tonnage in USA Plants

If you prefer not to enter it line by line, you can open the excel spread sheet available, add your tonnage there and then upload the spreadsheet.



Instructions for using the excel spreadsheet are on the spreadsheet.

We also have an excel file of the spreadsheet that we will be happy to email to you if you contact our office.

If fees are due with your report, you will need to mail the front page of the report that is emailed to you with those fees. This ensures the payment will be credited to the proper account. Include the front page of the report with a notation "reported online" along with the payment for any fees due.

**An important note:** If you choose to file your report online, the report will not be closed on our end until we receive the front page of the report that we sent you (example below). Note on it that your tonnage report was filed online, sign and date it, and email, mail or fax it to our office.

COUNTY CODE		QUANTITY (TONS)	FERTILIZER CODE	GRADE	SALE (1) BULK (2) LIQUID (3)	USE (1) FARM (2) NONFARM (3)							
<p><b>Reported Online</b></p>													

Tons (This page) \_\_\_\_\_  
Tons (Attached Page) \_\_\_\_\_  
Total Tons (This Qtr) \_\_\_\_\_  
Fee @ \$ 50/ton \$ \_\_\_\_\_  
Late Report Fee \$ \_\_\_\_\_  
Total Due \$ \_\_\_\_\_

**Note: Zero Reports are REQUIRED.**

Make Checks Payable to: University of Kentucky

REPORT BY: \_\_\_\_\_ EMAIL: \_\_\_\_\_  
TITLE: \_\_\_\_\_ PHONE: \_\_\_\_\_ DATE: \_\_\_\_\_

DO NOT WRITE BELOW - FOR USE OF REGULATORY SERVICES ONLY

check amount	check number	date received	date received

# Notes for Reporting Tonnage

- Tonnage reports, for those companies who must report, must be filed each quarter.
- Tonnage reports are due on the last day of the month following the end of the quarter, the dates are noted on the report.
- Tonnage reports postmarked, emailed, or faxed after the delinquent date noted on the report are considered late and require a late fee.
- Late fees are \$50.00 or 10% of the total report, whichever is greater .
- The only tonnage report form now accepted is the form containing the barcode in the upper left quarter that is sent each quarter from our office.
- Zero reports *are* required, and are subject to late fee if submitted after the delinquent date noted on the report.
- Tonnage reports that have fees due must be accompanied by those fees in order to be processed.
- Tonnage reports may be emailed, faxed or mailed via post. Please file using only one method, file only one report per quarter.
- Any report submitted using any of the methods above will be considered delinquent after the date noted on the report, late fees are required to be submitted with delinquent reports.

## **It is important to note**

While emailing the quarterly tonnage report in is an acceptable way to file, *if* fees are due, and *if* those fees are sent in separately, *the tonnage report will not be considered filed until those fees are received*. If the fees due are received after the delinquent date, a late fee will be assessed on the report.

---

If your company does not receive a tonnage report for any quarter, contact our office to have a duplicate report sent.

---

If you have questions or need clarification regarding filing tonnage contact our office.

# USA Plants Registration System

We use USA Plants for registration. Companies registered or licensed to sell fertilizer in Kentucky are assigned a USA Plants ID and a PIN. Using those, each company can set up their account to allow online access. If you would like to set up your online account, but do not know your ID and/or PIN you can contact our office to get it.

Any new company wishing to register fertilizer in Kentucky through our online portal will need a USA Plants ID. If you have not previously registered in Kentucky, but would like to use the online registration system, you may contact our office to request that your company be added.

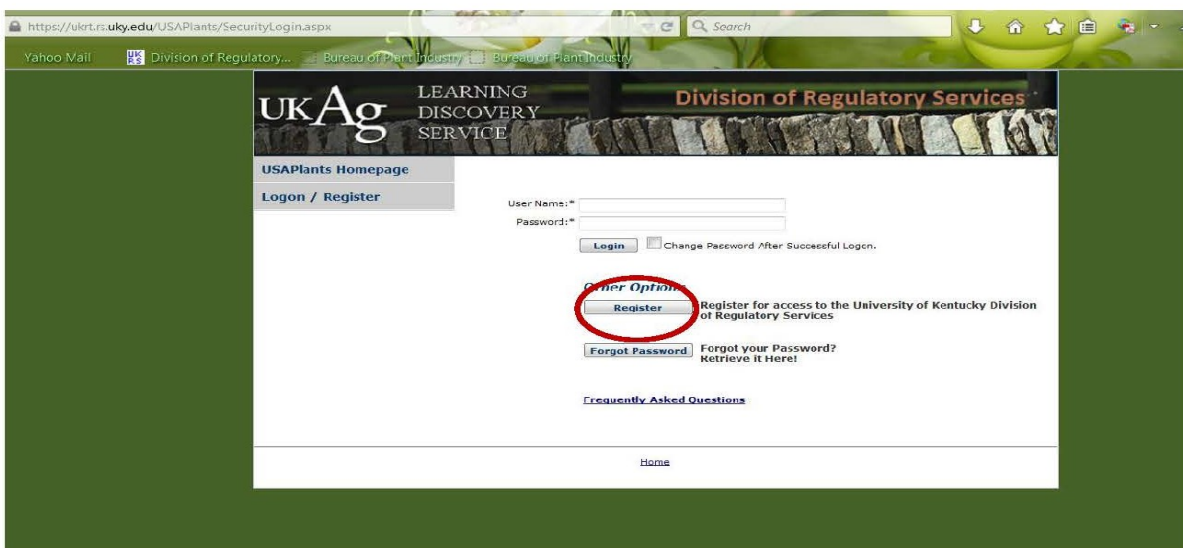
Note that, currently, we are unable to accept payment for registration (or tonnage) online. However, if you wish to pay any fees due with a credit card, we will supply you with a credit card authorization form that you can return to our office as payment.

## Setting Up Your Account in USA Plants

Our new registration system here at Regulatory Services allows for companies to directly submit labels for consideration for registration. This tutorial will walk you through the steps to create your company account, and the steps to submit product for registration.

First, go to: <https://ukrt.rs.uky.edu/USAPlants/SecurityLogin.aspx>

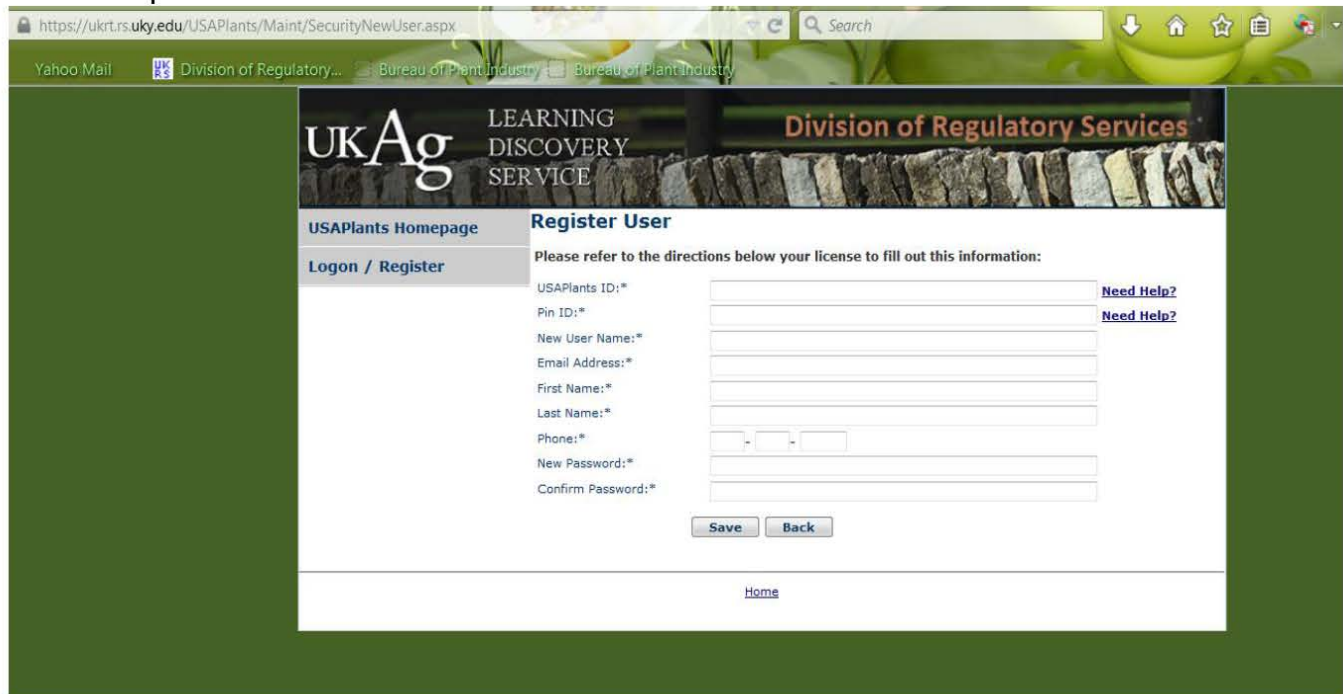
This will take you to the log on screen below.

A screenshot of a web browser displaying the 'USA Plants Security Login' page. The browser's address bar shows 'https://ukrt.rs.uky.edu/USAPlants/SecurityLogin.aspx'. The page has a green header with 'UKAg LEARNING DISCOVERY SERVICE' and 'Division of Regulatory Services'. On the left, there's a sidebar with 'USAPlants Homepage' and 'Logon / Register'. The main content area contains a login form with fields for 'User Name:' and 'Password:', a 'Login' button, and a checkbox for 'Change Password After Successful Login.'. Below the login form, there's a 'Other Option' section with a red circle around the 'Register' button. Other links in this section include 'Forgot Password' and 'Frequently Asked Questions'. The footer has a 'Home' link.

Before you can submit product for consideration, you must register the account. To do that, choose the "Register" button.

# Setting Up Your Account in USA Plants

That will open a window that looks like this:

The screenshot shows a web browser window with the URL <https://ukrt.uky.edu/USAPlants/Maint/SecurityNewUser.aspx>. The browser's address bar and tabs are visible at the top. The page has a green header with the UKAg logo and the text "LEARNING DISCOVERY SERVICE" and "Division of Regulatory Services". On the left, there is a navigation menu with "USAPlants Homepage" and "Logon / Register". The main content area is titled "Register User" and contains a form with the following fields: "USAPlants ID:\*" (with a "Need Help?" link), "Pin ID:\*" (with a "Need Help?" link), "New User Name:\*", "Email Address:\*", "First Name:\*", "Last Name:\*", "Phone:\*" (with a dropdown menu), "New Password:\*", and "Confirm Password:\*". At the bottom of the form are "Save" and "Back" buttons. A "Home" link is located at the bottom center of the page.

Here you fill in all the required information.

- The "USA Plants ID" is the six digit number assigned to your company. You can find that on the renewal forms you are sent each year, or, you can email our office to get it ([june.crawford@uky.edu](mailto:june.crawford@uky.edu)). If you are a new, never before registered company, that number will be sent to you.
- Your Pin ID is the four digit number assigned to the company; again you can find it on your renewals or can email our office to get it. If you are a new, never before registered company, that number will be emailed to you.
- The "New User Name" is whatever you choose for your company. Most generally use their company name. (Whatever name you choose, it can have no spaces in it.)
- Email address is the address you wish to use for any information that will be returned to your company.
- First and last names are generally of your registration representative.
- Phone is the contact phone number
- The password is one that you set up for your company. No one but the company will have access to that password. Should it be forgotten you can retrieve it using the "Forgot Password" button on the log in page.

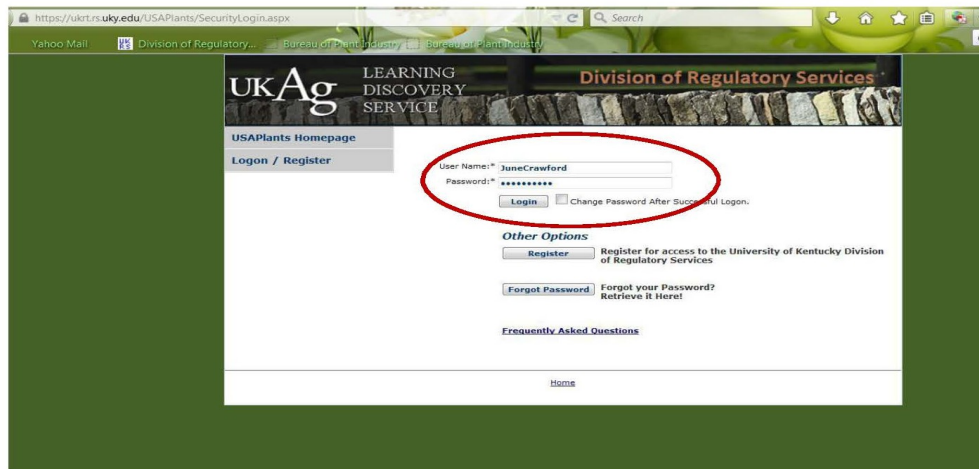
Once all the information is filled in choose "Save" and your account will have been created.

If you should forget your password you can contact our office to reset it for you. The new password will be sent to you, and you can change it once you log on.



# Applying to Register New Product in USA Plants

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

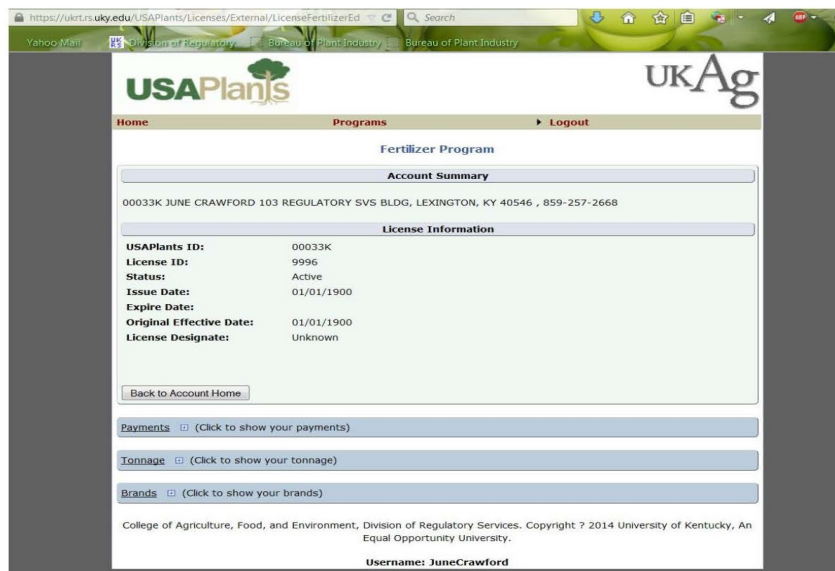


This will take you to your home account screen. It should look something like this:



Program Type	License ID	Status	Issue Date	Expire Date	Phase
Fertilizer Manufacturers	9996	Active	01/01/1900		
Seeds	77	Active	01/01/1900		

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. That link will take you to the home screen of your company in that program (Fertilizer, Feed or Seed).



USAPlants ID	License ID	Status	Issue Date	Expire Date	Original Effective Date	License Designate
00033K	9996	Active	01/01/1900		01/01/1900	Unknown

# Applying to Register New Product in USA Plants

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.

https://urlr.uky.edu/USAPlants/Licenses/External/LicenseFertilizerEd

Division of Regulatory Services Bureau of Plant Industry

Status: Active  
Issue Date: 01/01/1900  
Expire Date:  
Original Effective Date: 01/01/1900  
License Designate: Unknown

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 Approved
June's first product 15	128294	15-15-15	P Pending Payment
June's newest product	128820	3-3-3	D Denied

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.

https://urlr.uky.edu/USAPlants/ProductReg/SA/External/BrandEdit

Division of Regulatory Services Bureau of Plant Industry

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/lb 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\*: June's Flower Food 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 #: 5 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:

https://urlr.uky.edu/USAPlants/ProductReg/SA/External/BrandEdit

Division of Regulatory Services Bureau of Plant Industry

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\*: June's Flower Food 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 #: 5 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

# *Applying to Register New Product in USA Plants*

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

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).

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)
	Boron (B)	Chlorine (Cl)	Cobalt (Co)
	Copper (Cu)	Iron (Fe)	Manganese (Mn)
Micro:	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 labels here. →

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

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.

If you have applied to register a product online and would like to know if the product has been reviewed yet, you can log into your account to see the status of the product.

You can find the status of all products on your account page. A certificate cannot be printed from the account page, but an excel spreadsheet can be created.

Contact our office if you want a printed product list.

- Payments cannot be made online
- You cannot upload revised labels online, those should be emailed or sent to our office
- Renewals cannot be done online.



# Resolving a Fertilizer Stop Sale

## How to Resolve a Fertilizer Stop Sale Division of Regulatory Services – University of Kentucky

We have a team of inspectors throughout Kentucky who take random samples of both agricultural fertilizer materials and bagged fertilizer product. Those samples are tested in our laboratories to determine if they meet the guarantee for the product. From time to time a product does not meet those guarantees. When that occurs it creates a stop sale on that product.

Some deficiencies are so small that they do not create a monetary penalty for that product. In that case, it is a zero penalty stop sale. However, if the deficiency is large enough, it does create a monetary penalty for that product. In both instances the manufacturer of that product is responsible for dealing with those penalties. All stop sales must be resolved within 90 days of the date of the report.

To begin, let's start with the "anatomy" of a stop sale and what the notification looks like, and what everything on the report means. You can see all of that on the sample shown below:

Page 1- All sample results with deficiencies will have at least one page, many will have two. The information on the front page shows the results of the tests run on the sample. The options regarding how to deal with the stop sale are shown on page 2 (page 2 for this sample follows).

Samples that are custom blends for farmers will have only one page.



**DIVISION OF REGULATORY SERVICES**  
103 REGULATORY SERVICES BUILDING  
LEXINGTON, KENTUCKY 40506-0275  
Telephone (859)257-2785 - Fax (859)257-9478

### FERTILIZER INSPECTION REPORT #: FR-19-53000

PRODUCT NAME: June's All Purpose 10-10-10	The name of the product that was tested for this sample report	SAMPLING METHOD: Purchased Pkg. (Dry)	Indicates the method of sampling	INSPECTION NUMBER: JMC000	Inspector sample number (different from sample)
MANUFACTURER: June's Fertilizer 103 Regulatory Services Building Lexington KY 40506	00033K The manufacturer of the product – as listed on the labeling or the work order	DEALER: 00033K June's Fertilizer Shop 1600 University Court Lexington KY 40506	The dealer where the product was sampled		
CUSTOMER: If this product was purchased by an identifiable customer, that information will be here		PACKAGE WEIGHT: 5 UNITS ON HAND: 9 NUMBER SAMPLED: 1	Weight of package Packages on hand How many sampled	PACKAGE: Bag LOT SIZE (TONS): 0.02 FERTILIZER TYPE: Blend/Grade	Type of packaging How much is on hand Type of product
INVOICE/PRODUCT#	If the product has a lot number, or there is a work order or invoice associated with the product it will be here	GRADE: 10-10-10 DATE SAMPLED: 4/2/2018	The grade (NPK values) Date inspector took sample	DATE OF REPORT: 5/15/2018	Date report is completed and reported from lab

Composition	% Guarantee	% Found	Comment	Penalty per Ton
Total Nitrogen (N)	10.00	10.60	Pass	
Available Phosphate (P2O5)	10.00	9.92	Pass	
Soluble Potash (K2O)	10.00	9.49	Pass	
Value (\$/ton)	211.90	213.66		
% Relative Value		100.83		
Calcium (Ca)	5.00	5.40	Pass	
Magnesium (Mg)	0.80	0.82	Pass	
Sulfur (S)	1.00	1.41	Pass	
Copper (Cu)	0.05	0.04	Deficient	\$2.28
Iron (Fe)	2.00	2.48	Pass	
Manganese (Mn)	0.05	0.07	Pass	
Zinc (Zn)	0.05	0.05	Pass	
Assessed Penalty Per Ton	\$2.28			
Total Penalty	\$0			

REMARKS: Total Penalty adjusted to nearest Dollar.

STOP SALE: The above described fertilizer was found to be deficient. You are hereby notified not to sell, offer for sale, remove or permit removal from your premises the fertilizer described above until released by the Division of Regulatory Services. There is no penalty. However, all the fertilizer in this lot must be accounted for and relabeled according to our findings.

The above described fertilizer was analyzed by our laboratory under the Kentucky Feed Law and Regulations. Questions concerning this report should be sent to: Stephen McMurry, Fertilizer and Seed Program Director: smcmurry@uky.edu

Pg 1 of 2


# Resolving a Fertilizer Stop Sale

## How to Resolve a Fertilizer Stop Sale Division of Regulatory Services – University of Kentucky

Page 2- Request for release for the stop sale. ALL of the fertilizer in the lot size must be accounted for.

The information regarding the amount on hand and amount sold must be filled in.

The action, or actions, chosen to deal with this stop sale should be noted.

 Regulatory Services <small>College of Agriculture, Food and Environment</small>		<b>DIVISION OF REGULATORY SERVICES</b> <b>103 REGULATORY SERVICES BUILDING</b> <b>LEXINGTON, KENTUCKY 40506-0275</b> Telephone (859)257-2785 - Fax (859)257-9478	
This is the fertilizer sample number ↓		Indicates whether the sample is an official or unofficial sample → Official	
<b>FERTILIZER INSPECTION REPORT #: FR-19-53000</b>			
<b>STOP SALE and REQUEST for RELEASE FORM</b>			
PRODUCT NAME: June's All Purpose 10-10-10 DATE SAMPLED: 4/2/2018 <small>The name of the product tested and the date sampled</small>		INSPECTION NUMBER: JMC000 <small>Inspector sample number, NOT sample number</small>	
INVOICE/PRODUCT#: Any lot number, work order or invoice number associated with this sample would go here		GRADE: 10-10-10 <small>Grade (NPK) of product tested</small>	
UNITS ON HAND: 9 <small>Total packages on hand</small>		LOT SIZE (TONS): 0.02 <small>Total of lot size on hand when sample was taken</small>	
PACKAGE WEIGHT: 5 <small>If the product is packaged, the weight of the package is here</small>		DATE OF REPORT: 5/15/2018 <small>Date of report</small>	
MANUFACTURER: 00033K June's Fertilizer 103 Regulatory Services Building Lexington KY 40506 <small>The name and address of the manufacturer of the product</small>		DEALER: 00033K June's Fertilizer Shop 1600 University Court Lexington KY 40506 <small>The name and address of the dealer where the product was purchased</small>	
When the stop sale was received, the disposition of this lot of fertilizer was:  ____ Amount on hand (Tons/Packages) ____ Amount sold to identifiable purchaser ____ Amount sold to unidentifiable purchaser ____ Amount Total  <small>When requesting the stop sale be resolved, the information listed above will be filled in by the manufacturer or dealer who is sending the paperwork in.</small>		Actions you may take: Check Appropriate Actions  ____ Return to Manufacturer for reprocessing ____ Re-label - Price Adjustment ____ Penalty payment to University of Kentucky Regulatory Services ____ Penalty payment to consumer. Send receipt by:  <small>The actions that may be taken by the manufacturer of the product to resolve the stop sale are listed in this area</small>	
Requested By: _____		Date: _____	
Firm and Address: _____			
<small>The person requesting the resolution of the stop sale will fill this information in before sending the paperwork back to Regulatory Services</small>			
<b>A few notes to make here:</b> <ul style="list-style-type: none"><li>• Copies of the stop sale are always sent to both the manufacturer and the dealer, and, if the sample was taken from a custom blend, the farmer will receive a copy as well.</li><li>• When a product is under Stop Sale, it is not permitted to be sold or removed from the premises where it was found and sampled</li><li>• Stop sales are required to be resolved within 90 days from the date of the sample report</li><li>• The penalty is paid only on the amount of product that has sold, the remainder of product may be re-labeled</li><li>• Penalties that are found on blends where the purchaser is identifiable, the penalty is made to the purchaser and may be in the form of a credit to their account or in payment, and must be made within 90 days</li><li>• Penalties on products where the purchaser is not identifiable must be made to the University of Kentucky</li><li>• Proof of actions taken, whether it be re-labeling with price adjustment, returning to manufacturer or penalty paid to consumer should be returned with the sample paperwork to Regulatory Services</li></ul>			

The above described fertilizer was analyzed by our laboratory under the Kentucky Feed Law and Regulations. Questions concerning this report should be sent to: Stephen McMurry, Fertilizer and Seed Program Director: smcmurry@uky.edu

Pg 2 of 2


Now that we all understand the report, let's review what you can do to request a release for the stop sale.

# Resolving a Fertilizer Stop

## How to Resolve a Fertilizer Stop Sale Division of Regulatory Services – University of Kentucky

### For a stop sale that has created a zero penalty.

For deficient samples sold to an *identifiable*, a farmer, where there is no monetary penalty, no further action is required.

 Regulatory Services <small>College of Agriculture, Food and Environment</small>		DIVISION OF REGULATORY SERVICES 103 REGULATORY SERVICES BUILDING LEXINGTON, KENTUCKY 40506-0275 Telephone (859)257-2785 - Fax (859)257-9478		
FERTILIZER INSPECTION REPORT #: FR-18-50000				
PRODUCT NAME: Crawford		SAMPLING METHOD: Stream R		INSPECTION NUMBER: JMC000
CUSTOMER: JM199 June Crawford 103 Regulatory Services Building Lexington KY 40506		DEALER: 00033K Fertilizer Company 100 Fertilizer Court Fertilizer State Zip		
MANUFACTURER: 00033K Fertilizer Manufacturing Company 200 Fertilizer Court Fertilizer State Zip		PACKAGE WEIGHT: UNITS ON HAND: NUMBER SAMPLED:		PACKAGE: Dry Bulk LOT SIZE (TONS): 5 FERTILIZER TYPE CM
INVOICE/PRODUCT# 00000		GRADE: 25-15-15 DATE SAMPLED: 1/1/2018		DATE OF REPORT: 2/3/2018
Composition	% Guarantee	%Found	Comment	Penalty per Ton
Total Nitrogen (N)	25.40	27.13	Pass	
Available Phosphate (P2O5)	14.95	16.63	Pass	
Soluble Potash (K2O)	15.00	12.98	Deficient	\$0
Value (\$/ton)	406.41	422.13		
% Relative Value		103.87		
Assessed Penalty Per Ton	\$0.00			
Total Penalty	\$0			
REMARKS: Total Penalty adjusted to nearest Dollar.				
<p>STOP SALE: The above described fertilizer was found by our laboratory to be in violation of the Kentucky Fertilizer regulations. The deficiency was considered minor and the relative value was not deficient. Therefore, no penalty was assessed. This report is provided to advise you of the results of our analysis.</p>				
<p><small>The above described fertilizer was analyzed by our laboratory under the Kentucky Feed Law and Regulations. Questions concerning this report should be sent to: Stephen McMurry, Fertilizer and Seed Program Director: smcmurry@uky.edu</small></p>				

Note: A copy of the report is mailed to both the manufacturer and the farmer.




# Resolving a Fertilizer Stop Sale

## How to Resolve a Fertilizer Stop Sale

### Division of Regulatory Services – University of Kentucky

For a deficient sample that is a zero penalty, with the purchaser unidentifiable, page one shows all of the identifiable information for the sample, just as it did on the page above.



**University of Kentucky**  
Regulatory Services  
College of Agriculture, Food and Environment

**DIVISION OF REGULATORY SERVICES**  
103 REGULATORY SERVICES BUILDING  
LEXINGTON, KENTUCKY 40506-0275  
Telephone (859)257-2785 - Fax (859)257-9478

**FERTILIZER INSPECTION REPORT #: FR-19-53000** Official

<b>PRODUCT NAME:</b> June's All Purpose 10-10-10	<b>SAMPLING METHOD:</b> Purchased Pkg. (Dry)	<b>INSPECTION NUMBER:</b> JMC000
<b>MANUFACTURER:</b> 00033K June's Fertilizer 103 Regulatory Services Building Lexington KY 40506	<b>DEALER:</b> 00033K June's Fertilizer Shop 1600 University Court Lexington KY 40506	
<b>CUSTOMER:</b> <span style="color: red;">No customer or purchaser is identified here, you have unidentified purchaser(s)</span>	<b>PACKAGE WEIGHT:</b> 5  <b>UNITS ON HAND:</b> 9  <b>NUMBER SAMPLED:</b> 1	<b>PACKAGE:</b> Bag  <b>LOT SIZE (TONS):</b> 0.02  <b>FERTILIZER TYPE:</b> Blend/Grade
<b>INVOICE/PRODUCT#</b>	<b>GRADE:</b> 10-10-10  <b>DATE SAMPLED:</b> 4/2/2018	<b>DATE OF REPORT:</b> 5/15/2018

Composition	% Guarantee	%Found	Comment	Penalty per Ton
Total Nitrogen (N)	10.00	10.60	Pass	
Available Phosphate (P2O5)	10.00	9.92	Pass	
Soluble Potash (K2O)	10.00	9.49	Pass	
Value (\$/ton)	211.90	213.66		
% Relative Value		100.83		
Calcium (Ca)	5.00	5.40	Pass	
Magnesium (Mg)	0.80	0.82	Pass	
Sulfur (S)	1.00	1.41	Pass	
Copper (Cu)	0.05	0.04	Deficient	\$2.28
Iron (Fe)	2.00	2.48	Pass	
Manganese (Mn)	0.05	0.07	Pass	
Zinc (Zn)	0.05	0.05	Pass	
Assessed Penalty Per Ton	\$2.28			
Total Penalty	\$0			

**REMARKS:** Total Penalty adjusted to nearest Dollar.

**STOP SALE:** The above described fertilizer was found to be deficient. You are hereby notified not to sell, offer for sale, remove or permit removal from your premises the fertilizer described above until released by the Division of Regulatory Services. There is no penalty. However, all the fertilizer in this lot must be accounted for and relabeled according to our findings.


The above described fertilizer was analyzed by our laboratory under the Kentucky Feed Law and Regulations. Questions concerning this report should be sent to: Stephen McMurry, Fertilizer and Seed Program Director: smcmurry@uky.edu

Pg 1 of 2

# Resolving a Fertilizer Stop Sale

## How to Resolve a Fertilizer Stop Sale Division of Regulatory Services – University of Kentucky

The actions you may take to resolve the stop sale are located on page 2 of the analysis. See below.

 University of Kentucky Regulatory Services College of Agriculture, Food and Environment		DIVISION OF REGULATORY SERVICES 103 REGULATORY SERVICES BUILDING LEXINGTON, KENTUCKY 40506-0275 Telephone (859)257-2785 - Fax (859)257-9478	
FERTILIZER INSPECTION REPORT #: FR-19-53000		Official	
STOP SALE and REQUEST for RELEASE FORM			
PRODUCT NAME: June's All Purpose 10-10-10 DATE SAMPLED: 4/2/2018		INSPECTION NUMBER: JMC000	
INVOICE/PRODUCT#		GRADE: 10-10-10	DATE OF REPORT: 5/15/2018
UNITS ON HAND: 9	PACKAGE WEIGHT: 5	LOT SIZE (TONS): 0.02	Total of lot size on hand when sample was taken
MANUFACTURER: 00033K June's Fertilizer 103 Regulatory Services Building Lexington KY 40506		DEALER: 00033K June's Fertilizer Shop 1600 University Court Lexington KY 40506	
When the stop sale was received, the disposition of this lot of fertilizer was: <u>On this side, you need to indicate what action, or actions, you are going to take for this deficiency.</u> <u>0.01</u> Amount on hand (Tons/Packages) <u>0</u> Amount sold to identifiable purchaser <u>0.01</u> Amount sold to unidentifiable purchaser <u>0.01</u> Amount Total		Actions you may take: Check Appropriate Actions <u>On this side, you need to indicate what action, or actions, you are going to take for this deficiency.</u> <input checked="" type="checkbox"/> Return to Manufacturer for reprocessing <input checked="" type="checkbox"/> Re-label - Price Adjustment <small>Re-labeling the 0.01 tons still on hand with the updated analysis</small> <input type="checkbox"/> Penalty payment to University of Kentucky Regulatory Services <input type="checkbox"/> Penalty payment to consumer. Send receipt by:	
Requested By: <u>Signature of person making request to resolve stop sale</u>		Date: <u>Date request is made**</u>	
Firm and Address: <u>Company name goes here</u>			

**\*\* Note:** The manufacturer of any fertilizer found to be deficient has 90 days in which to resolve the deficiency.

The above described fertilizer was analyzed by our laboratory under the Kentucky Feed Law and Regulations. Questions concerning this report should be sent to: Stephen McMurry, Fertilizer and Seed Program Director: smcmurry@uky.edu

Pg 2 of 2

A copy of the label that will be used to re-label and the signed sample analysis should be returned to our office to resolve the stop sale.


**Note:** Copies of the sample analysis are sent to both the manufacturer and distributor.

# Resolving a Fertilizer Stop

## How to Resolve a Fertilizer Stop Sale Division of Regulatory Services – University of Kentucky

**For a stop sale that has created a monetary penalty.**

For a deficient sample that has a monetary penalty associated but the purchaser unidentifiable, page one shows all of the identifiable information for the sample, just as it did on the sample above. The sample also shows the nutrients that is/are deficient, as well as the penalty associated with the sample.

 <div> <div>University of Kentucky</div> <div>Regulatory Services</div> <div><small>College of Agriculture, Food and Environment</small></div> </div>		<div> <div>DIVISION OF REGULATORY SERVICES</div> <div>103 REGULATORY SERVICES BUILDING</div> <div>LEXINGTON, KENTUCKY 40506-0275</div> <div>Telephone (859)257-2785 - Fax (859)257-9478</div> </div>		
FERTILIZER INSPECTION REPORT #: FR-19-53000				
<b>PRODUCT NAME:</b> June's All Purpose 10-10-10		<b>SAMPLING METHOD:</b> Purchased Pig. (Dry)	<b>INSPECTION NUMBER:</b> JMC000	
<b>MANUFACTURER:</b> 00033K June's Fertilizer 103 Regulatory Services Building Lexington KY 40506		<b>DEALER:</b> 00033K June's Fertilizer Shop 1600 University Court Lexington KY 40506		
<b>CUSTOMER:</b> No customer or purchaser is identified here, you have unidentified purchaser(s)		<b>PACKAGE WEIGHT:</b> 5  <b>UNITS ON HAND:</b> 9  <b>NUMBER SAMPLED:</b> 1	<b>PACKAGE:</b> Bag  <b>LOT SIZE (TONS):</b> 12.02  <b>FERTILIZER TYPE:</b> Blend/Grade	
<b>INVOICE/PRODUCT#</b>		<b>GRADE:</b> 10-10-10  <b>DATE SAMPLED:</b> 4/2/2018	<b>DATE OF REPORT:</b> 5/15/2018	
<b>Composition</b>	<b>% Guarantee</b>	<b>% Found</b>	<b>Comment</b>	<b>Penalty per Ton</b>
Total Nitrogen (N)	10.00	10.60	Pass	
Available Phosphate (P2O5)	10.00	9.92	Pass	
Soluble Potash (K2O)	10.00	9.49	Pass	
Value (\$/ton)	211.30	213.66		
% Relative Value		100.83		
Calcium (Ca)	5.00	5.40	Pass	
Magnesium (Mg)	0.80	0.82	Pass	
Sulfur (S)	1.00	1.41	Pass	
Copper (Cu)	0.05	0.04	Deficient	\$2.28
Iron (Fe)	2.00	2.48	Pass	
Manganese (Mn)	0.05	0.07	Pass	
Zinc (Zn)	0.05	0.05	Pass	
Assessed Penalty Per Ton	\$2.28			
Total Penalty	\$27.00			
<b>REMARKS:</b> Total Penalty adjusted to nearest Dollar.				
<p>STOP SALE: The above described fertilizer was found to be deficient. You are hereby notified not to sell, offer for sale, remove or permit removal from your premises the fertilizer described above until released by the Division of Regulatory Services. There is no penalty. However, all the fertilizer in this lot must be accounted for and relabeled according to our findings.</p>				
<p>The above described fertilizer was analyzed by our laboratory under the Kentucky Feed Law and Regulations. Questions concerning this report should be sent to: Stephen McMurry, Fertilizer and Seed Program Director: smcmurry@uky.edu</p>				


Pg 1 of 2

Page two indicates the options that are available to the manufacturer to resolve the stop sale.



# Resolving a Fertilizer Stop

## How to Resolve a Fertilizer Stop Sale Division of Regulatory Services – University of Kentucky

 <p>University of Kentucky Regulatory Services College of Agriculture, Food and Environment</p>		<p>DIVISION OF REGULATORY SERVICES 103 REGULATORY SERVICES BUILDING LEXINGTON, KENTUCKY 40506-0275 Telephone (859)257-2785 - Fax (859)257-9478</p>	
FERTILIZER INSPECTION REPORT #: FR-19-53000		Official	
STOP SALE and REQUEST for RELEASE FORM			
PRODUCT NAME: June's All Purpose 10-10-10		INSPECTION NUMBER: JMC000	
DATE SAMPLED: 4/2/2018			
INVOICE/PRODUCT#		GRADE: 10-10-10	DATE OF REPORT: 5/15/2018
UNITS ON HAND: 9	PACKAGE WEIGHT: 5	LOT SIZE (TONS): 12.02 <small>Total of lot size on hand when sample was taken</small>	
MANUFACTURER: 00033K June's Fertilizer 103 Regulatory Services Building Lexington KY 40506		DEALER: 00033K June's Fertilizer Shop 1600 University Court Lexington KY 40506	
When the stop sale was received, the disposition of this lot of fertilizer was: <u>On this side, you need to indicate what action, or actions, you are going to take for this deficiency.</u> 0.01 Amount on hand (Tons/Packages) 0 Amount sold to identifiable purchaser 12.01 Amount sold to unidentifiable purchaser 12.01 Amount Total The penalty needs to be paid on the total product SOLD. 12.01 (sold to unidentifiable purchaser X 2.28 (total penalty per ton) = 27.3828. Rounded up, the total penalty due is \$27.00.		Actions you may take: Check Appropriate Actions <u>On this side, you need to indicate what action, or actions, you are going to take for this deficiency</u> <input type="checkbox"/> Return to Manufacturer for reprocessing <input checked="" type="checkbox"/> Re-label - Price Adjustment <small>Re-labeling the 0.01 tons still on hand with the updated analysis</small> <input type="checkbox"/> Penalty payment to University of Kentucky Regulatory Services <input checked="" type="checkbox"/> Penalty payment to consumer. Send receipt by: Penalty for the total amount of product sold is paid to the University of Kentucky	
Requested By: <u>Signature of person making request to resolve stop sale</u>		Date: <u>Date request is made**</u>	
Firm and Address: <u>Company name goes here</u>			

**\*\* Note:** The manufacturer of any fertilizer found to be deficient has 90 days in which to resolve the deficiency.

The above described fertilizer was analyzed by our laboratory under the Kentucky Feed Law and Regulations. Questions concerning this report should be sent to: Stephen McMurry, Fertilizer and Seed Program Director: smcmurry@uky.edu

Pg 2 of 2

Once you have chosen the option that your company is going to take to resolve the stop sale, mark it, sign the form and return it, along with supporting paperwork and payment, if any. In this instance a copy of the label you plan to re-label the product with and penalty payment, to our office to be processed. Once everything is received, the stop sale will be closed.

Note: A copy of the sample is sent to the manufacturer and the dealer.

# Resolving a Fertilizer Stop Sale

## How to Resolve a Fertilizer Stop Sale

### Division of Regulatory Services – University of Kentucky

For deficient samples with a monetary penalty sold to an identifiable purchaser, generally a farmer, the penalty due must be paid to that farmer.

University of Kentucky Regulatory Services <small>College of Agriculture, Food and Environment</small>		DIVISION OF REGULATORY SERVICES 103 REGULATORY SERVICES BUILDING LEXINGTON, KENTUCKY 40506-0275 Telephone (859)257-2785 - Fax (859)257-9478		
FERTILIZER INSPECTION REPORT #: FR-18-50000		Official		
PRODUCT NAME: Crawford	SAMPLING METHOD: Load D Method	INSPECTION NUMBER: JMC000		
MANUFACTURER: 00033K Crawford Fertilizer 123 Fertilizer Street Lexington KY 40506	DEALER: 00033K Crawford Fertilizer 123 Fertilizer Street Lexington KY 40506			
CUSTOMER: SF9999 June Crawford 103 Regulatory Services Building Lexington KY 40506	PACKAGE WEIGHT: UNITS ON HAND: NUMBER SAMPLED:	PACKAGE: DRY BULK LOT SIZE (TONS): 6.03 FERTILIZER TYPE CM		
INVOICE/PRODUCT# Invoice 123ABC	GRADE: 21-15-17 DATE SAMPLED: 5/10/2018	DATE OF REPORT: 6/12/2018		
Composition	% Guarantee	%Found	Comment	Penalty per Ton
Total Nitrogen (N)	21.24	17.75	Deficient	\$59.51
Available Phosphate (P2O5)	15.27	8.90	Deficient	\$135.35
Soluble Potash (K2O)	16.60	25.14	Pass	
Value (\$/ton)	381.92	353.93		
% Relative Value		92.67	Deficient	\$55.97
Boron (B)	0.0593	0.0542	Pass	
Assessed Penalty Per Ton	\$194.86			
Total Penalty	\$1,175			
REMARKS: Total Penalty adjusted to nearest Dollar.				
The above described fertilizer was found to be deficient. Penalty payment to the consumer should be paid within 90 days from Date of Report. Please send a receipt of the payment to our office.				
<div style="border: 1px solid red; padding: 5px; color: red;">This is an example of a product that was specifically blended for a customer that did not meet the guarantee. The total penalty highlighted above is the total due to the purchaser. The penalty can be refunded to the customer account (if they have one) or may be paid via check to the purchaser. Proof of the credit or payment must be forwarded to the Division in order for the stop sale to be resolved and closed. This reimbursement must be made within 90 days of the date of the report.</div>				
<small>The above described fertilizer was analyzed by our laboratory under the Kentucky Feed Law and Regulations. Questions concerning this report should be sent to: Stephen McMurry, Fertilizer and Seed Program Director: smcmurry@uky.edu</small>				

The farmer account may be credited, if they have one, or the penalty may be made by check to the farmer. Evidence of that refund as well as a copy of the sample should be sent to our office in order to resolve/close the stop sale

Note: A copy of the sample is sent to both the manufacturer and the purchaser.

Questions regarding stop sales are welcome, if you have any please contact us at 859-257-2668.





All of the information included in this booklet is available online at our website:

<http://www.rs.uky.edu/regulatory/fertilizer/>

