



# Updating License to Sell Nursery Stock

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# Importance of Updating

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- Proper inspection by Federal, State and County staff
- Proper and correct issuance of phytosanitary certificates
- Proper and correct issuance of California Nursery Stock Certificates
- County staff can prepare for pesticide treatment application oversight
- May change licensing or acreage fees

# Noticing a Discrepancy

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- CDFA reviews records from Registration and Certification applications
- County Agricultural Commissioners review licensed nurseries in their counties
- CDFA sends a Renewal Notice to all licensed nurseries
  - Nurseries should review this notice and ensure all information is correct

# How to Update License

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- Contact Nursery Services via written correspondence
- To updates acreage, mailing address, etc:
  - Corrections to Renewal Notice (please do not make corrections via online payment system)
  - Corrections made via email correspondence. These updates will occur quickly unless the changes require an additional payment

# How to Update License

- To update change in ownership, change in sales or location address, adding a location or growing grounds, nursery name, etc:
  - Fill out an “Application for License to Sell Nursery Stock” and check the appropriate box in the top right corner of the application.
  - Application can be found here:  
[https://www.cdfa.ca.gov/plant/pe/nsc/docs/nipm/nipm\\_2\\_1\\_nsy\\_lic\\_app.pdf](https://www.cdfa.ca.gov/plant/pe/nsc/docs/nipm/nipm_2_1_nsy_lic_app.pdf)
- If you need to update something that we have not mentioned, please reach out to Nursery Services for assistance.

State of California, DEPARTMENT OF FOOD AND AGRICULTURE  
Pest Exclusion/Nursery Services Program  
64-029 (Rev. 2/24)

NIPM Item # 2.1

Departmental Use Only
Lic. No. _____
Temp. Lic. _____
Annual Lic. _____

## APPLICATION FOR LICENSE TO SELL NURSERY STOCK

<input type="checkbox"/> New	<input type="checkbox"/> Renewal
Previous License# _____	
<input type="checkbox"/> Branch	
<input type="checkbox"/> Change of Ownership	
<input type="checkbox"/> Change of Address Only	
<input type="checkbox"/> Growing Ground Addition	
<input type="checkbox"/> Change of Name Only	

# Thank you

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Questions or issues?

Please contact:

[nurseryservices@cdfa.ca.gov](mailto:nurseryservices@cdfa.ca.gov)

(916) 654-0435

