

NURSERY LANDSCAPE CONTRACTORS LICENSE APPLICATION

**THIS APPLICATION SHOULD BE MAILED TO:
ARKANSAS STATE PLANT BOARD,
P.O. BOX 1069, LITTLE ROCK, ARKANSAS 72203
AND SHOULD BE ACCOMPANIED BY THE PROPER FEES
(All licenses expire on October 31 following date of issue.)**

Nursery Landscape Contractor Defined: Any person or firm whose primary objective is the installation of ornamental or horticultural plants, or offering for sale, or selling nursery stock in Arkansas through the planting of nursery stock for compensation.

Fees: If landscape contractor maintains a heelyard, Level I will cover up to the first 5,000 square feet of that heelyard or display area. Also covers planting site inspection of plants where landscape contractor does not maintain a heelyard or display area.

CATEGORY

Level I	0-5,000 square feet heelyard area	\$150.00
Level II	5,001-15,000 square feet heelyard area	\$300.00
Level III	over 15,001 square feet heelyard area	\$450.00
Nursery Certificate Tags:	\$0.15 each (Minimum Order of 20 Tags-Only needed for out of state shipments)	
Late Fee:	Renewal applications postmarked after October 31 are charged an additional 50% of the total fee.	

Enclosed:

License Fee/Inspection Fee (Choose Appropriate Level)	\$ _____
Nursery Certificate Tags (Minimum order of 20 Tags)	\$ _____
Late fee – 50% additional fee if renewal application is postmarked after October 31	\$ _____
TOTAL:	\$ _____

Do you have a heelyard or display area where plants may be inspected? _____ YES _____ NO

Name of Business _____
(PLEASE PRINT NAME OF YOUR BUSINESS)

Complete Address _____
(PLEASE PRINT YOUR COMPLETE ADDRESS)

Zip Code _____

Telephone # _____ By _____
(PLEASE PRINT YOUR NAME)

Date _____

**THIS APPLICATION IS CONSIDERED INCOMPLETE UNLESS THE SECOND PAGE
(REQUIRED CONFIDENTIAL FORM) IS COMPLETED.**

Required Confidential Information Form

PLANT INDUSTRY DIVISION

Instructions: Please print clearly. This information is confidential and required by Act 1163 of 1997.
The name below should appear the same as on the license application form.

Last Name _____ First Name _____ Middle Initial _____

Social Security Number _____ - _____ - _____

Do not write below this line

For Plant Board Use Only

Type of License(s) Issued		License Number
Private Applicator License	<input type="checkbox"/>	_____
Commercial Individual License	<input type="checkbox"/>	_____
2,4-D OIC Authorization Permit	<input type="checkbox"/>	_____
2,4-D Pilot's Authorization Permit	<input type="checkbox"/>	_____
Non-Commercial License	<input type="checkbox"/>	_____
Ginseng Dealer License	<input type="checkbox"/>	_____
Ginseng Man License	<input type="checkbox"/>	_____
Landscape Contractors License	<input type="checkbox"/>	_____
Pest Control License	<input type="checkbox"/>	_____
Ag Consultants License	<input type="checkbox"/>	_____
Seed Dealers License	<input type="checkbox"/>	_____
Seed Treaters License	<input type="checkbox"/>	_____
Registered Seed Technologists License	<input type="checkbox"/>	_____
Other	<input type="checkbox"/>	_____

During the Arkansas General Assembly legislators passed Act 1163 of 1997. This Act mandates that on and after July 1, 1997, all persons, boards, commissions, or other licensing entities issuing any occupational, professional or business license or marriage licenses will record the name, address and social security number of each person applying for such licenses on the license application, or on the license if no application is required. The Arkansas State Plant Board is required to submit this information to the Office of Child Support Enforcement.

Landscape Contractor Fact Sheet

A Landscape Contractor is defined as any person or firm whose *primary* function is the installation of ornamental or horticultural plants, or offering for sale, or selling nursery stock in Arkansas through the planting of nursery stock for compensation. Your Landscape Contractor's License is valid from November 1 to October 31. Any renewal applications postmarked after October 31 will be assessed a 50% late fee. Your application will not be processed until the late fee has been received. If you know your application will be late, please include the late fee with your license fee.

On your application there is a space asking if you have a heelyard. This is an area where plants are stored, similar to a nursery. Most Landscapers do not have a heelyard. In the spring, we will send you a letter asking for a list of jobs you have completed over the previous year. We will inspect some of those jobs to check for the presence of disease and the overall general health of the plants.

Your Landscape Contractor's License allows you to grow, resell, and install plants. The majority of your business should be landscaping. If most of your work is growing or retailing plants, please contact the Plant Board about changing your license to a Nurseryman or Nursery Dealer. If you are applying herbicide, fungicides, or insecticides for customers you will need an additional Pest Control License. This license requires successful completion of an Applicator's Test.

One of the main reasons that we license businesses that sell plants is to slow the spread of disease and insects. Many invasive pests are spread through soil. If you are located within the Imported Fire Ant Quarantine you must either be free of Fire Ants, or treat plants and sod that are leaving the quarantine zone. The quarantine is currently south of a line roughly from Mena through Hot Springs up to Conway, through Little Rock and Pine Bluff to Dumas. Most of East Texas, and the entire states of Louisiana, Mississippi, Alabama, Florida, Georgia, and South Carolina are in the quarantine. A current map of the Fire Ant Quarantine is located at http://www.aphis.usda.gov/plant_health/plant_pest_info/fireants/downloads/fireant.pdf. Businesses that ship plants outside of the quarantine enter a compliance agreement that details treatment options and regulations. Businesses that violate federal quarantines are subject to stiff fines. Please contact us if you wish to enter into a compliance agreement, or require more information.

An excellent resource for nursery and landscape businesses is the Arkansas Green Industry Association. This is a professional organization that promotes the nursery and landscape industries within the state. They offer a Certified Nurseryman's License upon successful completion of a comprehensive test. They also have an annual convention and trade show, which is a good place to network and find plant sources and suppliers. They can be reached at P.O. Box 21715, Little Rock, AR 72221, or www.argia.org.

On your license application you will see a slot for Nursery Certificate Tags. These are only needed if you are shipping plants out of state, either by mail or on a truck. The cost of these tags is \$0.15 each, with a minimum order of 20 tags.

The laws governing the sale of plants are contained in Arkansas State Plant Board Circular 11. This can be found on our website, www.plantboard.org, or mailed to you if you wish to have a copy. Also, on the website is a list of currently licensed Nurserymen, Nursery Dealers, and Landscape Contractors. This list is updated once a month. Please feel free to contact us with any questions or concerns.

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