

Commercial Pest Control Licensing Guide

1: Starting a Pest Control Company

Step 1: Select License Categories

Pest control licensing in Nevada is divided into three fields of pest control: Aerial, Agricultural Ground, Urban and Structural. Within each field there are several pest control categories. You should familiarize yourself with these fields and categories and identify which categories your business will be practicing. Fields and categories are described [here](#).

The most common categories in Nevada are the Limited Landscape (C1) and Industrial and Institutional (C2) within the Urban and Structural field.

Step 2: Primary Principal

There are a few steps to complete before submitting a Pest Control Business License Application and starting a pest control company in Nevada. The first step is to identify a qualified person to serve as Primary Principal for the company. In Nevada, pest control companies are required to have a designated Primary Principal for each category of pest control in which the company operates. Primary Principals are responsible for record keeping, regulatory compliance, providing training to operators, and maintaining good standards of practice across the company. There are education, experience, and background check requirements to serve as Primary Principal, but this position does not need to be held by the company owner or manager. Qualification requirements are described in Section 2 of this guide.

Step 3: Company Name Application

Prior to submitting a business license application, you must submit a [Pest Control Company Name Application](#). This form allows the department to evaluate the company names you have selected for excessive similarity to existing pest control companies in Nevada. This helps to protect businesses' reputations, while protecting consumers from brand confusion.

Step 4: Business License Application, Certificate of Insurance, Primary Principal License Application

Once you have a qualified Primary Principal and a business name selected, you are ready to submit a Business License Application and a Primary Principal License Application. Additionally, your insurance company must provide a Nevada Certificate of Insurance to the department prior to the issuance of your pest control business license. The Nevada Pest Control Certificate of Insurance form can be found [here](#).

Operator Licensing:

Operator License Applications may be submitted along with the Business License Application, or any time after the operator has completed testing. However, each operator must be licensed with the business before performing pest control.

Fees:

Business License: \$250

Principal/Operator License: \$50

Agent License: \$50

Inactive License: \$50

Testing Fees: (See testing section)

Steps to Starting a Pest Control Business

First	Primary Principal <ul style="list-style-type: none"> ○ Experience / Qualifications ○ Fingerprints (valid for 90 days from notice of eligibility) ○ Principal Test Application ○ Testing Pest Control Company Name Application
Second	Business License Application Operator License Application - Primary Principal Nevada Certificate of Insurance
Anytime	Operator testing Operator Ground License applications (after the company is licensed)

2. Qualifications for Primary Principal

Education and Experience Requirements:

The Primary Principal position requires experience, or a combination of education and experience:

1. Proof of 2 years of verified experience related to the pest control license category sought
or
2. Proof of 6 months of experience related to the pest control license category sought and 16 college credits in biological sciences from an accredited college or university, with at least 9 of the credits pertaining to pest control.

Background Check Requirements:

Background checks are valid for 90 days after you receive notification of eligibility from the NDA. The applicant must complete all other licensing requirements and obtain a license within 90 days of notice or must complete another background check.

A Principal License will be denied to anyone who has been convicted of, or entered a plea of guilty, guilty but mentally ill or nolo contendere to a category A or B felony, or a category C, D or E felony if the conviction occurred or the plea was entered for the category C, D or E felony during the previous 10 years.

To enable the NDA to conduct a background check, a Fingerprinting Packet must be completed and submitted. To obtain a Fingerprinting Packet, contact the Sparks NDA office at (775) 353- 3712. This process is performed by the Department of Public Safety and can take 6-8 weeks.

3. Testing Requirements for Pest Control Licensing

Testing is required to obtain a pest control license in Nevada. The NDA does not waive testing requirements for operators licensed in other states. Study manuals are available for free on the [Study Manuals](#) Page. There is a waiting period for reattempting tests, only failed tests must be retaken.

Fees:

A \$50 fee is required for each exam. A \$35 fee is charged to retake any test previously attempted in the last year. Testing fees must be paid at the time of scheduling, and can be paid via cash, check, or credit card.

Locations and Schedule:

Online Form:

Fill out our online form to request a call back to schedule a test
[Schedule a Pest Control Test](#)

Las Vegas office:

Contact: (702) 668-4590 Principal
Exams: Monday, Thursday Operator
Exams: Tuesday

Sparks office:

Contact: (775) 353-3712
Testing schedule varies, please fill out our Online For or call to schedule

Elko office:

Contact: (775) 753-1360
Testing schedule varies, lease fill out our Online For or call to schedule

Exams Required:

Operator: Core exam, Category Exam(s)

Passing Score 65%

Retest waiting period: 7 days

Principal: Core Exam, Law Exam, Category Exam(s)

Passing Score 70%

Retest waiting period: 10 days

Agent: NDA Classroom Instruction, Pest Control Agent Exam

Passing Score 65%

Retest waiting period: 7 days

4. Requirements for Maintaining Your Pest Control License

Continuing Education Requirements

Operators must complete six Continuing Education Units related to the categories of pest control they perform each year.

Principals must complete six Continuing Education Units related to the categories of pest control they perform each year, which must include one unit covering pest control laws.

Yearly Relicensing

All pest control licenses expire on December 31st of each year. The NDA will mail a relicensing packet to your business address, which must be completed and returned to the NDA on or before December 31st. Relicensing a business requires a Primary Principal for each license category, a valid Nevada Certificate of Insurance on file with the NDA, a Year End Pesticide Use Summary Form, and licensing fees.

Continuing Education Units will be verified by the NDA for each operator, any operators who have not met the continuing education requirement will not be relicensed, must retake the pest control licensing exams, and submit an Operator License Application.

Inspections and Standards of Practice

Pest control operators are required to maintain minimum standards of practice as defined by the Nevada Administrative Code (NAC) and are subject to random vehicle and pesticide use inspections by

NDA inspectors. In addition to NAC requirements, operators are required to choose appropriate products and follow all label directions.

Inspectors will review the vehicle, pesticides, labels, and equipment for compliance, and will observe the mixing and application of products at a service location. Inspectors may collect samples from pesticide product containers and application devices to verify that products were mixed and applied in compliance with label directions. Standards of Practice can be found in [Nevada Administrative Code 555.400 - 510](#). A Service Vehicle checklist and a Pesticide Use checklist can be found [here](#).

Record Keeping Requirements

All pest control companies must maintain accurate application records for at least two years, which must include specific information, depending on the field and category of pest control being conducted. Records must be kept at the business address on file with the NDA and made available for inspection upon request. Record keeping example forms can be found [here](#).

5. Terminating Operators

Every person must return their license to the NDA within 15 working days after leaving a pest control business.

When a principal or operator ceases employment with a pest control business, or ceases engaging in pest control, a representative of the business must provide written notice to the NDA within 15 working days.

6. Taking a break from pest control: Inactive License

If you will not be performing pest control for a period of time, but would like to maintain your license, you may wish to transfer your license to inactive status by submitting an Inactive License Application.

If you choose to place your license into inactive status you will be eligible to reinstate your license at any time, however you are required to obtain six Continuing Education Units and submit an Inactive License Application each year.

7. Expanding into new categories

If you hold a primary principal license and would like to amend your license to include additional categories of pest control, there are a few methods to qualify:

1. Have or obtain six months of experience plus complete 9 Continuing Education Units in the category you would like to add
2. Have or obtain three college credits from an accredited college or university plus complete 9 Continuing Education Units related to the category of pest control that you would like to add.
3. Complete 40 Continuing Education Units related to the category of pest control that you would like to add.