



US EPA

Office of Pesticide Programs

Pesticide Registration Manual

Appendix B – Example Transmittal Document

December 2010

EXAMPLE TRANSMITTAL DOCUMENT

Name and Address of Submitter: (enter Company Name
Street Address
Town, State Zip

Regulatory action in support of which this package is submitted: (enter submission information such as:
Application for Registration of a Me-Too (product name) with data

EPA Reg. No./File Symbol: (enter Company Number)

Alternate Test Material Names: (enter all alternate sample or brand names that are listed in the attached studies or accompanying info that are the same formulation as the Brand Name. Example: Efficacy Test Material RLD 523 and Product Chemistry Test Material ABC 234 is the same as Product Name.)

Transmittal Date: (enter Date)

Volume No.	Administrative Materials
1	Transmittal Document Cover Letter EPA Form 8570-1 Application for Pesticide Registration (3 copies) EPA Form 8570-4 Confidential Statement of Formula (3 copies) EPA Form 8570-27 Formulator's Exemption Citation of Data EPA Form 8570-34 Data Matrix Product Label (3 copies) EPA Form 8570-35 List of Data Submitters receiving Offer to Pay Letters

Volume No.	Citation	MRID Number
2	Author, year, title, study number-(3 copies).	(Leave column blank – EPA will fill in)
3	Author, year, title, study number (3 copies).	_____

Company Official: (enter submitter's name and title)
Company Name: (enter submitter's company name)
Company Contact: (enter company contact's name, phone number, fax number and e-mail address)