

**MEMO TO:** Site Administrator

NOTE:  
Memo may be modified  
per district policy/needs

**FROM:**

**DATE:**

**SUBJECT:** PESTICIDE APPLICATION NOTICE

District policy requires school landscape personnel and pesticide technicians to notify you prior to any use of a pesticide on your site. The specific product and applicable precautionary statement are listed below.

This memo is to let you know that on (*insert day and date*), a pesticide will be applied to (*area to be sprayed*). This application will take place between (*insert from and to time*).

**The product to be used is a (n):**

**It is being used to control:**

- Insecticide
- Herbicide
- Fungicide
- Rodenticide
- \_\_\_\_\_

- Insects
- Grass around sprinkler heads
- Weeds in lawn or turf fields
- Weeds in asphalt or D.G.

- Lawn Fungus
- Marking lines
- Other
- \_\_\_\_\_

If this date or time is a problem, please notify the site landscaper, landscape services supervisor, or pesticide technician at least one day before the application is to be performed. If you are unable to contact any of the above personnel, please call the Landscape Operations Office before 10:00 a.m. on the day before spraying is scheduled.

**PESTICIDES:**

**PRECAUTIONARY STATEMENTS:**

**SITE ADMINISTRATOR:** Please verify that you have seen this memo by signing below and faxing it to the D.O.E. at (telephone number).

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Administrator Site Date

XX:xx