



New York State Department of Environmental Conservation
 Bureau of Pest Management
 625 Broadway, Albany, NY 12233-7254

BE GREEN ORGANIC YARDS NY
CONFIRMATION OF SUCCESSFUL COMPLETION OF BASIC EDUCATION COURSE AND EXAM

You will find this form on our website (<http://www.dec.ny.gov/public/65248.html>) in PDF and MS Word formats.
 Fill it out completely and save it.

For Businesses applying to use a *Be Green* service mark, this form must be submitted with the Agreement. For Businesses with an existing *Be Green* Agreement, this form must be submitted within 20 days of the Business staff/representative completing the Basic Education course.

THIS FORM MUST BE COMPLETED FOR EACH OF THE BUSINESS' STAFF/REPRESENTATIVE WHO SUCCESSFULLY COMPLETED A BE GREEN BASIC EDUCATION COURSE. FOR FULL INSTRUCTIONS AND DEADLINES SEE THE REVERSE.

NAME OF BUSINESS	TELEPHONE
PRINTED NAME OF AUTHORIZED INDIVIDUAL REPRESENTATING THE BUSINESS	
BUSINESS ADDRESS	
EMAIL	
PRINTED NAME OF THE BUSINESS STAFF OR REPRESENTATIVE WHO COMPLETED BASIC EDUCATION COURSE AND PASSED THE EXAM:	
IS THIS CONFIRMATION OF INITIAL COURSE COMPLETION SUBMITTED WITH THE BE GREEN AGREEMENT? ____ YES	
IS THIS CONFIRMATION OF COURSE COMPLETION FOR A BUSINESS WITH AN EXISTING BE GREEN AGREEMENT? ____ YES	
NAME OF <i>BE GREEN</i> COURSE PROVIDER FROM WHICH THE COURSE WAS TAKEN:	
NAME OF THE BASIC EDUCATION COURSE:	
DATE OF THE BASIC EDUCATION COURSE:	
LOCATION OF THE BASIC EDUCATION COURSE:	
All information requested on this form is mandatory. Failure to provide any of the requested information will result in the application being rejected as incomplete. CERTIFICATION: I HEREBY CONFIRM THAT THE BUSINESS STAFF/REPRESENTATIVE NAMED ON THIS FORM SUCCESSFULLY COMPLETED THE BE GREEN BASIC EDUCATION COURSE AND PASSED THE EXAM.	
SIGNATURE OF AUTHORIZED INDIVIDUAL REPRESENTING THE BUSINESS	DATE
SIGNATURE OF BUSINESS STAFF/REPRESENTATIVE WHO COMPLETED COURSE AND EXAM	DATE

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BUSINESSES APPLYING FOR A NEW *BE GREEN* SERVICE MARK AGREEMENT

Under condition I. B. in the *Be Green Organic Yards NY* Service Mark Agreement for Businesses, a Business applying to enter a *Be Green* Agreement must provide documentation that an individual on the Business' staff has successfully completed a *Be Green* Basic Education course, of a minimum of seven (7) hours, and passed the course exam, both provided by an approved Course Provider. The Business should use this form, which is incorporated by reference into the Agreement, for the purpose of confirming that course completion. The Business should complete this form for each Business staff person or representative* who has successfully completed the course and exam prior to entering the Agreement. The Business documents the completion of such training by completing this form and submitting it with the *Be Green* Agreement signed by the Business.

The **original form and Agreement must be mailed to the DEC**, Bureau of Pest Management, Pesticide Reporting & Certification Section, 625 Broadway, Albany, New York 12233-7254.

BUSINESSES WHICH HAVE ALREADY ENTERED A *BE GREEN* SERVICE MARK AGREEMENT

Under condition I. C. in the *Be Green* Service Mark Agreement for Businesses, a Business which has already entered a agreement must submit this form for each additional staff/representative* who completes a *Be Green* course and exam at any time after the Agreement has been signed by the Business and NYSDEC. The Business should use this form, which is incorporated by reference into the Agreement, for this purpose.

Such forms confirming subsequent Basic Education training must be submitted to the NYSDEC within 20 days of completing the course. Businesses should submit the form to begreen@dec.ny.gov as an attachment to an email, or to the DEC, Bureau of Pest Management, Pesticide Reporting & Certification Section, 625 Broadway, Albany, New York 12233-7254.

*In the Agreement, the Business' staff person who has successfully completed the Basic Education Course and exam are referred to as the "Business Representative"; they are also referred to as such on this form. Separately, the reference on this form to the "authorized individual representing the Business" is the person with official status to sign the confirmation of course completion for the Business.