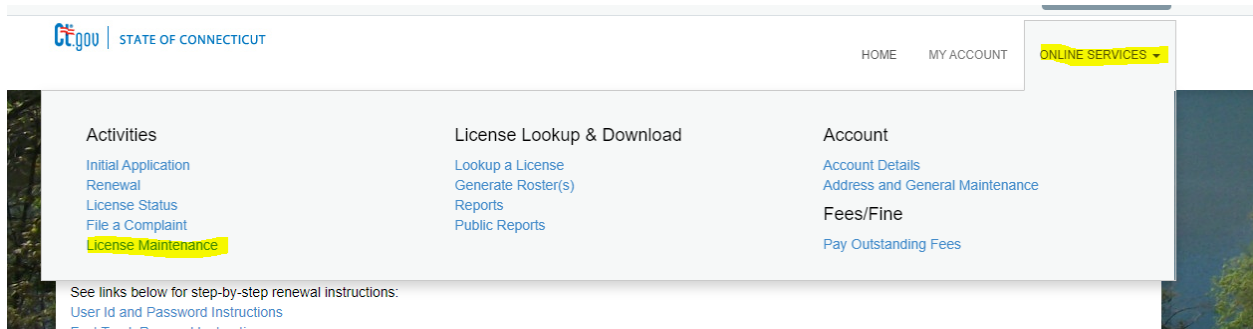


Discontinuing a product in elicense

1. Go to elicense.ct.gov and login to your registrant account.
2. In the top right corner go to online services, this should open up a drop-down menu.
3. Find and click on license maintenance.



4. If you do not have any pending maintenance this should bring you to a list of all the products registered under this account.
5. Click the start button next to the product you are looking to discontinue.
6. This should open up a product maintenance application. The first question should be a drop-down list with either upload revised label or submit product discontinuation.

Note: there is another instructional document on submitting a revised label

7. You should be brought to a page that looks similar to below

A screenshot of the 'Discontinue Pesticide Product Registration' form. The title is 'PESTICIDE PRODUCT REGISTRATION' and a note says 'Fields marked with an asterisk * are required.' The form is titled 'Discontinue Pesticide Product Registration'. It has a sidebar on the left with 'Pesticide Product Maintenance' and 'Discontinue Product Registration'. The main content area shows 'Pesticide Product Name: OPTISHIELD WB'. Below that is question 4: '4. Enter the Date of when this pesticide product will no longer be available in the state of Connecticut under this registration.' with a date input field showing '01/28/2022' and a calendar icon. Below that is question 5: '5. By selecting yes, I confirm the request to discontinue the Pesticide Product listed.' with radio buttons for 'Yes' (selected) and 'No'. At the bottom are 'Previous', 'Next', and 'Close and Save' buttons.

Note: There is no product discontinuation grace period, the date you select is the date that the product should no longer be in the avenues of trade within Connecticut.

8. Continue with the application until you reach the review page, if you are satisfied with all your answers, click finish to submit your application.
9. You should receive an email saying your discontinuation has been submitted. If you are looking for a pro-rated refund of your registration, please respond to that email saying so. It should go to DEEP.PesticideProgram@ct.gov.

