



## SPCB Processing Times

The Structural Pest Control Board's processing times vary by request type. The times listed below are estimates and are measured in business days. Weekends, holidays, and current workload may extend these processing times.

### Examination

Applicator	14 days (15-day wait period required between each re-exam)
Field Representative	14 days (30-day wait period required between each re-exam)
Operator	14 days (30-day wait period required between each re-exam)
PSI Exams Testing	Once registered for exam, click <a href="#">here</a> to view available test dates!

### Licensing

Applicator	14 days
Field Representative	21 days
Operator	45 days

### Company Registration

Company Name Style Request	10 days
Company Registration/Re-Registration	45 days
Branch Office Registration	45 days

### Other Services

Online License Renewal	2 days
Pesticide Use Stamp Request	20 days (does not include USPS delivery time)
Individual Licensing Updates (change of employer, address, name)	10 days (can begin working as soon as transfer of employment is submitted)

Company Registration Updates <small>(change of address/qualifying manager/shareholders)</small>	30 days
Duplicate License Request	10 days <small>(does not include USPS delivery time)</small>
License History Request	45 days
Out of State Reciprocal Certification	20 days
Refund Request	6 – 8 weeks
Bond/Insurance/WC Updates	10 days
WDO Account Deposit	2 days <small>(does not include USPS delivery time)</small>
Citation & Fine Payments <small>(Order of Abatement completion review varies)</small>	10 days
WDO Property Search Requests	10 days
New Continuing Education Provider	10 days
New Continuing Education Activity	60 days
Continuing Education Activity Notice	30 days

Forms that do not require a fee can be emailed to [pestboard@dca.ca.gov](mailto:pestboard@dca.ca.gov).