



## CERTIFICATE OF FREE SALE FOR ANIMAL FEED REQUIREMENTS

1. Must have a current commercial animal feed license with Michigan Department of Agriculture and Rural Development (MDARD), Pesticide and Plant Pest Management Division (PPPM).

2. Make requests in writing to either of the following:

Email: [MDARD-AnimalFeed@michigan.gov](mailto:MDARD-AnimalFeed@michigan.gov)  
Subject: Certificate of Free Sale

US Mail: TIM LYONS, ANIMAL FEED SAFETY SECTION MGR  
MI DEPT OF AGRICULTURE & RURAL DEVELOPMENT  
PESTICIDE & PLANT PEST MANAGEMENT DIVISION  
PO BOX 30776  
LANSING MI 48909

3. The following **must** be provided:

- a. Company name
- b. Physical address of facility including city and zip code
- c. Delivery address if different from physical address
- d. Contact information of person requesting the certificate including phone number and email
- e. Product name(s) you wish to have incorporated into the body of the certificate
- f. Legible copy of each product label
- g. Location (e.g., country) where the product is headed and quantity to be shipped
- h. Number of certificates requested

4. Turnaround time is typically 1-2 weeks, depending on workload.

5. Certificates are mailed via US Postal Service unless a special mailing request is made. If you would like your certificate(s) returned via UPS, FedEx, DHL or similar **at your cost**, please provide your account billing number.

6. Certificates expire one year from date of issuance

7. Questions

- a. Timothy Lyons, Animal Feed Safety Program Manager, 517-284-5644, [lyonst1@michigan.gov](mailto:lyonst1@michigan.gov)
- b. Heather Trentadue, Departmental Technician, 517-284-5735, [trentadueh@michigan.gov](mailto:trentadueh@michigan.gov)