

ISSUE: User has a MyPEST Submitter Role and an Electronic Signature Agreement on file for the Organization but sees the following red text **“Warning: You are not allowed to submit on behalf of this company.”**

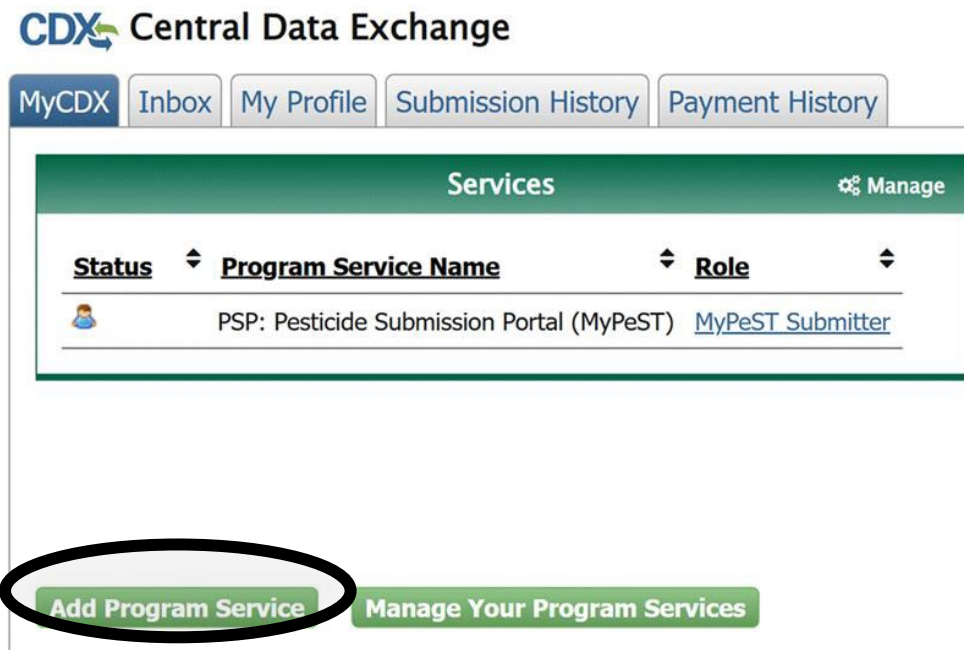
1. If the organization information in Salesforce/MyPest is incorrect (for example, missing or extra punctuation such as commas, periods, LLC/LP differences, etc.), please contact OPPSupport so we can update the OPP Company Data to match CDX. Email: OPPSupport@epa.gov

Examples of mismatches:

CDX Test Location, LLC does not match **CDX Test Location LLC** or **CDX Test Location, LLC**.

My Great Company USA does not match **My Great Company U.S.A.** or **My GreatCompany USA**

2. If the organization information in Salesforce/MyPest is correct, you will need to add the organization in CDX:
3. Select **Add Program Service**.



4. Choose **Pesticide Submission Portal (MyPest)** and the **appropriate role**.

5. Select **Request to Add an Organization.**

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 **Edit Account Profile**

1. Program Service ✓

2. Role Access ✓

3. Organization Information

Registration Information

Program Service

Pesticide Submission Portal (MyPeST)

Role

MyPeST Submitter

☒ **Select a Current Organization**

☐ **Request to Add an Organization**

Select an organization from the dropdown list.

CDX Test Location (123 Main St USA, Virginia Beach, VA, US 23462)

CDX TEST1 (777 BRISBANE, HOUSTON, TX, US 77061)

CDX TESTING COMPANY (Unspecified, Crystal City, VA, US 22202)

6. Search for your organization. If you find the correct organization with the **Exact Spelling as Seen in MyPEST**, select it and complete the request.

 **Edit Account Profile**

1. Program Service ✓

2. Role Access ✓

3. Organization Information

Registration Information

Program Service

Pesticide Submission Portal (MyPeST)

Role

MyPeST Submitter

☐ **Select a Current Organization**

☒ **Request to Add an Organization**

cdx

Search

Enter organization or organization ID

Organization ID	Organization Name	Address	City
35240	CDX TESTING COMPANY	123	FAIRFAX

Can't find your organization? [Use advanced search](#) or [request that we add your organization](#).

7. If you cannot find your organization, submit a **request to add a new organization** in CDX.

CDX Edit Account Profile

1. Program Service ✓ 2. Role Access ✓ 3. Organization Information

Registration Information

Program Service	Pesticide Submission Portal (MyPeST)
Role	MyPeST Submitter

☐ Select a Current Organization
☒ Request to Add an Organization

Organization Name *

Country *

Mailing Address *

Mailing Address 2

City *

State *

ZIP/Postal Code *

Email *

Re-enter Email *

Phone Number * **Please specify a valid phone number**

Phone Number Ext

Fax Number

8. Complete the Identity Verification and Electronic Signature Agreement (ESA), if prompted.

CDX CDX Registration: Additional Verification

1. Identity Verification ✓ 2. ESA

Electronic CDX Electronic Signature Agreement

The CDX electronic signature agreement (ESA) is an agreement between yourself and CDX that will authorize your electronic signature to adhere to the conditions listed on the agreement below. Once the ESA has been signed, you will be authorized to sign and/or encrypt questions regarding the CDX ESA, please contact the [CDX Help Desk](#).

Signing an electronic document on behalf of another person is subject to criminal, civil, administrative

**U.S. Environmental Protection Agency
ELECTRONIC SIGNATURE AGREEMENT**

In accepting the electronic signature credential issued by the U.S. Environmental Protection Agency (EPA) submitted to EPA's Central Data Exchange (CDX), and as a representative for:

Electronic Signature Holder Company Information

Organization Name:	Dan's Fun Pesticides!
Address:	1200 Pennsylvania Ave NW
City, State, Zip:	Washington, DC 20010
Province:	
Country:	US
Phone Number:	(202) 909-4455
E-mail Address:	dan@dan.com
Registrant's Name:	Mr daniel schoeff
CDX User Name:	DSCHOEFF2026

9. Once the organization has been added in CDX, you should no longer see the red warning text for the organization in MyPest. If you do, please email OPPSupport@epa.gov