Using the PRL Reporting Software

ⓘ   For more information, see the user guides installed with the software or available online.

FAQ Search:

- How do I report the quantity for products that are used in pre-packaged units such as bait stations or blocks?
- I am having trouble pasting data into option B. What should I do?
- I get a message when I open an Option B Excel workbook that asks whether I want to "Enable Macros." What should I do?
- I get an error message from Excel that says "Macros are disabled because the security level is set to High." What do I need to do?
- I need to report for multiple applicators, but the Registration form only has space for one applicator. What should I do?
- I opened a new Option B PRL form in Excel, but the spaces for name, certification ID number, report year, etc. are not filled in. What should I do?
- My company has more than one business registration number. How should I submit reports for all of them?
- Some of the products we use do not have EPA Registration Numbers. How do I report them?
- The Registration form has a space for "Commercial Permit Number". What should I enter there?
- What are the macro security settings that I need to have in Excel to submit my report electronically?
- What is in the C:\Program Files\NYSPRL folder?
- When I open a form in Option B there is a message in the header area that says "Warning: Macros are Disabled". What should I do?
- Which applicators employed by my company should I include in my report?
- "Macros are disabled" warning displays in header area of Option B spreadsheet. What should I do?