



WV Department of Agriculture Animal Health Division Apiary Section Apiary Online Registration Instructions

- Go to wvapiary.wvda.us to register
- Click on the link *Register* in the top left screen
- Enter a Username – must be 5 to 20 characters
- Enter your Email Address
- Click on the *Register* button underneath Email address
- You will receive an Email as your confirmation – this will contain a temporary password (hint: you may copy and paste this password)
- Click on the link *Login* on the top left screen
- Once you enter your User Name and Temporary Password, you will be asked to create a new Password
- Enter your User Name, New Password, and Confirm your new password to complete your register information
- Click on the link *Login* in the top left screen and enter your personalized login information to enter the portal
- You will be re-directed to the Home Page of your new WV Apiary website
- Click on the *Registration* link to enter an Apiary Registration Entry for the current fiscal year
- Enter your information (hint: the red asterisks are required information)
- If you are not familiar with the Honey Bee Best Management Practices, you can read them by clicking on “Signed Copy of Honey Bee Best Management Practices” or click on the *About* link at the top of your screen for many other helpful documents
- Once you have entered your information, click on *Submit Apiary Registration*
- You will automatically be shown a box where you can enter the beekeeper’s address to place a marker on the map
- After entering everything, go to the top and click on *Registration Detail List* to view or edit your registration