



Alabama Board of Funeral Service Quarterly Examination and Board Meeting

September 4, 2012

BOARD MEMBERS & STAFF:

District 1 Vacant
District 2 Noah Turner
District 3 Samuel Seroyer
District 4 Jason Maise
District 5 Michael Morrison
District 6 Terry Wilson
District 7 Rita Woods
Warren Higgins
Executive Secretary
Charles M. Perine
Associate Executive Secretary
Sherrye Dawson
Administrative Assistant

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Quarterly Examination, Board Meeting and Nominations

The Alabama Board of Funeral Service will administer its quarterly state law examinations on **Wednesday, October 24, 2012, at 10:00 a.m.**, in Room P-103 of the Gordon Person Building, 50 N. Ripley St., Montgomery, Alabama. Anyone eligible to take this exam may do so by submitting proper applications and fees no later than **Tuesday, October 2, 2012**.

The Board will also hold its first regular meeting of fiscal year 2013 on **October 24, 2012 at 11:00 a.m.** in Room P-103 of the Gordon Person Building. Anyone who would like to appear before the Board or have matters discussed should notify the Board office by **Wednesday, October 17, 2012**, in order to be placed on the agenda. Matters or subjects not on agenda are not guaranteed for discussion at the meeting.

BOARD APPOINTMENTS

On October 24, 2012, at 11 a.m., in Room P-103 of the Gordon Person Building, 50 N. Ripley St., Montgomery, Alabama, the Board will take its annual nominations for the Board districts that term expires December 31, 2012. Those districts are: One, Two and Five. To check your exact district, you may go to www.house.gov and type in your zip code under "Find Your Representative". To be eligible to serve on the Board :

- 1) A person must either be a licensed funeral director and embalmer who has been licensed as an embalmer for at least ten consecutive years or a funeral director.
- 2) Who is currently a funeral home operator who has been actively practicing funeral directing for at least ten consecutive years.

Those in attendance must select three nominees from each district and those nominees will be submitted to the governor for appointment. You do not have to be present to be nominated, but you must be present to place a nomination. Also, only one funeral director from each establishment may vote. Should a company own multiple establishments, they may have one funeral director for each establishment to cast a vote. If anyone has questions about the nomination process or districts, please contact the Board office.

REMINDER

License renewal applications for fiscal year 2012-2013 were mailed in July to the last known address of the licensee. The deadline to renew without penalty is September 30, 2012. Failure to receive a notice does not excuse anyone from renewing by the deadline. If you fail to submit your paperwork for renewal by the September 30th deadline, an additional \$50 late penalty will be applied.

When submitting renewals, **please do not submit any other fees with renewal fees**. Renewal fees must be accounted for in the next fiscal year; therefore, inspection fees etc. can not be included with the renewal fees.

INCOMPLETE FORMS WILL BE RETURNED! Forms must be filled out with **all information**. Social Security Numbers must be filled in by the applicant and the question concerning conviction and certificate of authority must be answered.

ALABAMA BOARD OF FUNERAL SERVICE
P.O. BOX 309522
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