

PHYSICAL ADDRESS:  
 4276 LOMAC STREET  
 MONTGOMERY, ALABAMA 36106  
 WEBSITE: www.fsb.alabama.gov



MAILING ADDRESS:  
 P O BOX 309522  
 MONTGOMERY, AL 36130  
 PHONE: 334-242-4049  
 FAX: 334-353-7988

**ALABAMA BOARD OF FUNERAL SERVICE  
 APPLICATION FOR CHANGE OF OWNERSHIP**

**THE APPLICATION FEE MUST ACCOMPANY THIS APPLICATION (All application fees are non-refundable)**

PLEASE PRINT

NAME OF ESTABLISHMENT OWNER THAT IS BEING BOUGHT OUT			
MAILING ADDRESS	CITY	STATE	ZIP
PHYSICAL ADDRESS	CITY	STATE	ZIP
EMAIL ADDRESS*		CONTACT NUMBER	
COUNTY	DISTRICT NUMBER		
PROPOSED NAME OF ESTABLISHMENT			
APPLICATION IS HEREBY SUBMITTED FOR LICENSE AS A FUNERAL ESTABLISHMENT UNDER THE PROVISIONS OF SECTION 34-13-111 CODE OF ALABAMA FOR THE FISCAL YEAR ENDING OCTOBER 1, 20____. ATTACHED HERETO ARE THE APPLICATION FEE OF <b>\$250.00</b> AND A REDACTED COPY OF THE ASSETS PURCHASE AGREEMENT. APPLICANT HAS READ AND UNDERSTANDS AND AGREES TO ABIDE BY THE PROVISIONS OF TITLE 34, CHAPTER 13, CODE OF ALABAMA 1975, AND ADMINISTRATIVE CODE 395, WHICH GOVERNS THE ISSUANCE OF THE LICENSE REQUESTED. IN SUPPORT OF THIS APPLICATION THE INFORMATION BELOW IS SUBMITTED AND ATTESTED. THE NAME AND ADDRESS OF THE FUNERAL ESTABLISHMENT REQUESTED TO BE LICENSED IS AS STATED ABOVE.			
NAME OF MANAGING FUNERAL DIRECTOR		LICENSE NUMBER	CONTACT NUMBER
PHYSICAL ADDRESS	CITY	STATE	ZIP
NAME OF MANAGING EMBALMER		LICENSE NUMBER	CONTACT NUMBER
PHYSICAL ADDRESS	CITY	STATE	ZIP
NAME OF MANAGING CREMATIONIST (IF APPLICABLE)		LICENSE NUMBER	CONTACT NUMBER
PHYSICAL ADDRESS	CITY	STATE	ZIP
ESTABLISHMENT IS OWNED BY			
INDIVIDUAL PROPRIETOR		PARTNERSHIP	
CORPORATION		LLC	
INDIVIDUAL PROPRIETOR OR PARTNERSHIP (LIST NAME AND ADDRESS OF EACH OWNER)			
NAME	ADDRESS	CITY/STATE/ZIP	CONTACT NUMBER
NAME	ADDRESS	CITY/STATE/ZIP	CONTACT NUMBER
NAME	ADDRESS	CITY/STATE/ZIP	CONTACT NUMBER
CORPORATION OR LLC (LIST CORPORATE NAME AND OFFICERS)_____			
NAME	ADDRESS	CITY/STATE/ZIP	CONTACT NUMBER
NAME	ADDRESS	CITY/STATE/ZIP	CONTACT NUMBER
NAME	ADDRESS	CITY/STATE/ZIP	CONTACT NUMBER

STATE, COUNTY, DATE OF INCORPORATION: \_\_\_\_\_

WILL THE ESTABLISHMENT SELL PRE-NEEDS?		YES	NO IF YES, CERTIFICATE OF AUTHORITY NUMBER _____
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DOES THE ESTABLISHMENT HAVE A CREMATORY ON SITE		YES	NO IF YES, COMPLETE A CREMATORY REGISTRATION
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WILL THE CREMATORY DO THIRD PARTY CREMATIONS?		YES	NO
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WILL EMBALMING OCCUR AT THIS ESTABLISHMENT?		YES	NO IF NO, WHERE WILL EMBALMING OCCUR: _____
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IF EMBALMING WILL NOT OCCUR AT THIS ESTABLISHMENT, I CERTIFY THAT THE ESTABLISHMENT HAS A HOLDING ROOM THAT MEETS THE FOLLOWING REQUIREMENTS: UNDER THE SAME OWNERSHIP AS THE EMBALMING FACILITY, IS WITHIN A 25 MILE RADIUS OF THE EMBALMING FACILITY LOCATED IN THIS STATE, NON-POROUS FLOORS AND WALLS, HOT AND COLD RUNNING WATER, REQUIRED WITH A ASPIRATOR, TROCAR, NASAL TUBE ASPIRATOR, ASPIRATING HOSES, ADEQUATE DRAINAGE, CONTAINERS FOR SOILED LINEN, CLOTHING AND WASTE DISPOSAL, AND ADEQUATE LIGHTING. IF THIS ESTABLISHMENT IS REGISTERED AS A BRANCH LOCATION AND THE EMBALMING FACILITY CLOSES, THE BRANCH LOCATION HOLDING ROOM MUST BE CONVERTED AND MEET THE REQUIREMENTS OF AN EMBALMING ROOM.

I CERTIFY THAT THE FUNERAL ESTABLISHMENT, EQUIPMENT, INVENTORY, SUPPLIES, PERSONNEL AND PREMISES MEET OR EXCEED THE MINIMUM QUALIFICATIONS REQUIRED BY THE ALABAMA BOARD OF FUNERAL SERVICE FOR CERTIFICATION AND LICENSING.

I CERTIFY THAT THE FUNERAL ESTABLISHMENT HAS A SANITARY PROPERLY EQUIPPED EMBALMING ROOM WITH A SANITARY FLOOR, NECESSARY DRAINAGE, VENTILATION, HOT AND COLD RUNNING WATER, APPROVED TABLES, INSTRUMENTS, SUPPLIES FOR THE PREPARATION AND EMBALMING OF DEAD HUMAN BODIES, AT LEAST ONE PROPERLY LICENSED AND OPERATIONAL HEARSE EQUIPPED FOR TRANSPORTING HUMAN REMAINS IN A CASKET OR URN.

I CERTIFY THAT THE FUNERAL ESTABLISHMENT HAS A ROOM SUITABLE FOR PUBLIC VIEWING OR OTHER FUNERAL SERVICE THAT IS A MINIMUM OF 1000 SQUARE FEET. THE FUNERAL ESTABLISHMENT HAS AN ARRANGEMENT OFFICE.

I CERTIFY THAT THE FUNERAL ESTABLISHMENT HAS A DISPLAY ROOM CONTAINING A STOCK OF ADULT CASKETS AND FUNERAL SUPPLIES DISPLAYED IN FULL SIZE, CUTS, PHOTOGRAMS, OR ELECTRONIC IMAGES.

I CERTIFY THAT PROOF OF GENERAL LIABILITY INSURANCE WITH \_\_\_\_\_ IN AN AMOUNT OF AT LEAST ONE MILLION DOLLARS IN ACCORDANCE WITH 34-13-113(e) HAS BEEN PROVIDED BY THE ESTABLISHMENT. THE POLICY NUMBER IS \_\_\_\_\_ WITH AN EFFECTIVE DATE OF \_\_\_\_\_ AND AN EXPIRATION DATE OF \_\_\_\_\_.

THE FUNERAL ESTABLISHMENT IS MADE OF \_\_\_\_\_ CONSTRUCTION. THE APPROXIMATE SQUARE FOOTAGE OF THE BUILDING IS \_\_\_\_\_.

IT IS PROPOSED THAT THE FUNERAL ESTABLISHMENT WILL BEGIN OPERATION (PENDING BOARD APPROVAL) \_\_\_\_\_

**I UNDERSTAND THAT ANY FALSE STATEMENT GIVEN HEREIN WILL SUBJECT MY LICENSE TO DENIAL OR REVOCATION**

\_\_\_\_\_  
(PRINT NAME)

\_\_\_\_\_  
(SIGNATURE)

\_\_\_\_\_  
(SOCIAL SECURITY NUMBER)

\_\_\_\_\_  
(RELATIONSHIP TO FUNERAL ESTABLISHMENT)

SUBSCRIBED AND SWORN TO BEFORE ME, A NOTARY IN THE STATE OF ALABAMA THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_.

SEAL

\_\_\_\_\_  
NOTARY PUBLIC

\_\_\_\_\_  
MY COMMISSION EXPIRES

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**ALABAMA BOARD OF FUNERAL SERVICE**

*CHECK TO THE APPROPRIATE SECTION FOR US CITIZEN OR NON-CITIZEN, AND CHECK THE DOCUMENT THAT YOU ARE SUBMITTING TO PROVE US CITIZENSHIP OR LAWFUL PRESENCE IN THE US*

<b>I am a United States (US) Citizen. I am submitting the attached copy of my document to prove citizenship/legal presence:</b>	
<input type="checkbox"/>	Alabama Driver's License or Identification issued by Department of Public Safety
<input type="checkbox"/>	Driver's License from other state that required proof of lawful presence
<input type="checkbox"/>	Birth Certificate indicating US birth
<input type="checkbox"/>	Valid US Passport
<input type="checkbox"/>	A valid Uniformed Services Privileges and Identification Card
<input type="checkbox"/>	Naturalization documents
<input type="checkbox"/>	Certificate of citizenship
<input type="checkbox"/>	Bureau of Indian Affairs identification
<b>I am NOT a United States Citizen. The copy of the document(s) to prove legal presence I am submitting (and attached to this checklist) is as follows:</b>	
<input type="checkbox"/>	I-551 Permanent Resident Card (copy front and back)
<input type="checkbox"/>	I-766 Employment Authorization Card (copy front and back)
<input type="checkbox"/>	Other: (Explain)

**IMMIGRATION:**

Act No. 2011-535 as amended by Act No. 2012-491 and now codified as Section 31-13-1, et seq., of the Code of Alabama 1975 is referred to as Alabama's Immigration Law or the Beason-Hammon Act and imposes certain requirements on persons applying for or renewing a professional license. Specifically, Section 31-13-29 of the Code of Alabama 1975 requires that applicants applying for or renewing a professional license must demonstrate his or her United States citizenship, or if not a United States Citizen, his or her lawful presence in the United States. The Immigration Law also provides that a citizen shall not be required to demonstrate citizenship for subsequent transactions. Please see below for two lists of documents, one to demonstrate a person's United States citizenship or the other to demonstrate lawful presence in the United States. You must select your appropriate status, choose the appropriate document(s) from the list of documents, include a copy of the selected document(s) with this form and submit it with your application.

I CERTIFY UNDER PENALTY OF PERJURY THAT ALL REPRESENTATIONS MADE ON THIS FORM AND ATTACHMENTS ARE TRUE AND ACCURATE.

NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

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**Alabama Board of Funeral Service  
 MANAGING FUNERAL DIRECTOR AFFIRMATION**

FIRST NAME	MIDDLE NAME	LAST NAME	
MAILING ADDRESS	CITY	STATE	ZIP
PHYSICAL ADDRESS	CITY	STATE	ZIP
EMAIL ADDRESS*	ALABAMA EMBALMER LICENSE NUMBER	CONTACT NUMBER	

THE FOLLOWING IS SUBMITTED IN ACCORDANCE WITH 34-13-1(a)(31) CODE OF ALABAMA, 1975 and ADMINISTRATIVE CODE 395

I ACCEPT THE DUTIES AND RESPONSIBILITIES AS MANAGING FUNERAL DIRECTOR OF THE FUNERAL ESTABLISHMENT NAMED BELOW. I UNDERSTAND AND AFFIRM THAT BEGINNING ON THE DATE INDICATED I WILL BE IN FULL CHARGE, CONTROL AND SUPERVISION OF ALL ACTIVITIES INVOLVING FUNERAL DIRECTING AT THE FUNERAL ESTABLISHMENT NAMED BELOW

ESTABLISHMENT NAME	ESTABLISHMENT NUMBER	EFFECTIVE DATE	
BUSINESS ADDRESS	CITY	STATE	ZIP

I AM CURRENTLY LICENSED AS A FUNERAL DIRECTOR IN ALABAMA. I UNDERSTAND THAT ANY FALSE STATEMENT GIVEN HEREIN WILL SUBJECT MY ALABAMA LICENSE AS A FUNERAL DIRECTOR TO DISCIPLINARY ACTION.

PRINTED NAME OF LICENSED FUNERAL DIRECTOR

SIGNATURE OF LICENSED FUNERAL DIRECTOR	DATE SIGNED
--	-------------

SUBSCRIBED AND SWORN TO BEFORE ME, A NOTARY IN THE STATE OF ALABAMA THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_.

SEAL

\_\_\_\_\_  
 SIGNATURE OF NOTARY PUBLIC

\_\_\_\_\_  
 MY COMMISSION EXPIRES

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 MANAGING EMBALMER AFFIRMATION**

FIRST NAME	MIDDLE NAME	LAST NAME	
MAILING ADDRESS	CITY	STATE	ZIP
PHYSICAL ADDRESS	CITY	STATE	ZIP
EMAIL ADDRESS*	ALABAMA EMBALMER LICENSE NUMBER	CONTACT NUMBER	

THE FOLLOWING IS SUBMITTED IN ACCORDANCE WITH 34-13-1(a)(30) CODE OF ALABAMA, 1975 and ADMINISTRATIVE CODE 395

I ACCEPT THE DUTIES AND RESPONSIBILITIES AS MANAGING EMBALMER OF THE FUNERAL ESTABLISHMENT NAMED BELOW. I UNDERSTAND AND AFFIRM THAT BEGINNING ON THE DATE INDICATED I WILL BE IN FULL CHARGE, CONTROL AND SUPERVISION OF ALL ACTIVITIES INVOLVING EMBALMING AT THE FUNERAL ESTABLISHMENT NAMED BELOW

ESTABLISHMENT NAME	ESTABLISHMENT NUMBER	EFFECTIVE DATE	
BUSINESS ADDRESS	CITY	STATE	ZIP

I AM CURRENTLY LICENSED AS AN EMBALMER IN ALABAMA. I UNDERSTAND THAT ANY FALSE STATEMENT GIVEN HEREIN WILL SUBJECT MY ALABAMA LICENSE AS AN EMBALMER TO DISCIPLINARY ACTION.

PRINTED NAME OF LICENSED EMBALMER

SIGNATURE OF LICENSED EMBALMER	DATE SIGNED
--------------------------------	-------------

SUBSCRIBED AND SWORN TO BEFORE ME, A NOTARY IN THE STATE OF ALABAMA THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_.

SEAL

\_\_\_\_\_  
 SIGNATURE OF NOTARY PUBLIC

\_\_\_\_\_  
 MY COMMISSION EXPIRES