



# ALABAMA BOARD OF FUNERAL SERVICES

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**KAY IVEY**  
GOVERNOR

**CHARLES PERINE**  
DIRECTOR

## Preneed Sales Agent Registration Renewal Application

**PLEASE CLEARLY PRINT OR TYPE**  
**ALL INFORMATION IS REQUIRED**

**Preneed Sales Agent**

Name: \_\_\_\_\_ PSA License No.: \_\_\_\_\_  
Address: \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Email: \_\_\_\_\_ Telephone No.: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_

**Certificate of Authority / Branch**

COA No.: \_\_\_\_\_

Name of Certificate of Authority: \_\_\_\_\_  
D/B/A Name (if applicable): \_\_\_\_\_  
E-MAIL Address: \_\_\_\_\_  
Fax No.: \_\_\_\_\_ Telephone No.: \_\_\_\_\_  
Federal Employer I.D. No.: \_\_\_\_\_

Have you been convicted or plead guilty to a felony or misdemeanor, other than a traffic violation WITHIN THE PAST TWELVE MONTHS? YES \_\_\_ NO \_\_\_ If yes, please explain and attach OFFICAL COURT DOCUMENTS.

PRENEED SALES AGENTS SEEKING TO RENEW THEIR PSA LICENSE MUST COMPLETE THIS RENEWAL APPLICATION AND SUBMIT IT WITH THE NECESSARY REQUIRED DOCUMENTS AND THE ANNUAL RENEWAL FEE OF \$33.00. RENEWALS WILL BE ACCEPTED BEGINNING JUNE 1<sup>ST</sup> OF EACH YEAR. YOU MUST RENEW THE PSA LICENSE ON OR BEFORE SEPTEMBER 1<sup>ST</sup> WITHOUT PENALTY. ANY RENEWAL APPLICATION RECEIVED SEPTEMBER 2<sup>ND</sup> THROUGH OCTOBER 1<sup>ST</sup> MUST BE ACCOMPANIED WITH THE RENEWAL FEE **PLUS** A \$100.00 LATE FEE. PSA LICENSES THAT ARE NOT RENEWED ON OR BEFORE OCTOBER 1<sup>ST</sup> WILL BE CONSIDERED INACTIVE AND MUST CEASE ALL PRENEED SALES ACTIVITY. THE INACTIVE LICENSE MAY BE REINSTATED BY COMPLYING WITH THE PROVISIONS RELATING TO REACTIVATION, IN ADDITION TO PAYMENT OF ALL BACK FEES AND PENALTIES. I UNDERSTAND THAT ANY FALSE STATEMENT GIVEN HEREIN OR ON THE ORIGINAL APPLICATION WILL SUBJECT MY LICENSE TO DENIAL OR REVOCATION.

\_\_\_\_\_  
Signature of COA Holder or Authorized Rep. Date

\_\_\_\_\_  
Signature of Preneed Sales Agent Date

<b>Office Use Only</b>			
Received:	Posted:	Posted by:	CA, CK, CCK, MO, CC