

RENEWAL
2026

ALABAMA BOARD OF FUNERAL SERVICES

JUNE 11, 2026



QUARTERLY BOARD MEETING

TUESDAY AUGUST 11, 2026

Funeral Division 9 am
Joint Meeting 10 am
Preneed Division 11:00 am

CONTACT INFORMATION

Mail Correspondence to:
PO Box 309522
Montgomery, Alabama 36130

4276 Lomac Street
Montgomery, Alabama 36106

WHAT'S INSIDE

Meeting Notice
Contact News
Renewals
Background Checks
Exam Notices
Funeral News
Funeral Statistics
Preneed News
Preneed Statistics
Proposed Administrative Rule

DO NOT WAIT UNTIL THE LAST MINUTE.

This year, all licenses issued by the Board will expire and must be renewed to avoid expiration. Please read the following renewal instructions carefully so that you are prepared for the 2026 renewal season, which will begin on July 1, 2026.

RENEWAL PERIOD

July 1, 2026 - September 1, 2026 FEE PLUS NO PENALTY

September 2, 2026 - October 1, 2026 FEE PLUS \$100 Penalty

October 2 and after your license is expired, you must cease and desist and reactivation is required.

Establishments
Funeral Directors

Embalmers
Cremationists

Apprentice Funeral Directors

Apprentice Embalmers
Certificates of Authority

Branch Registrants
Preneed Sales Agents

RENEWAL FORM

- Please use the current renewal form as found on our website.
- Old forms are not accepted. They will automatically be denied and returned to you.



USE THE
**MOST RECENT
APPLICATIONS**
ON OUR
BOARD WEBSITE

ATTENTION ALL LICENSEES: ANY APPLICATION THAT IS INCOMPLETE WILL BE DENIED WITHOUT PRIOR NOTICE! IF APPLICATION FEES ARE NOT PAID, OR THE AMOUNT IS NOT THE EXACT AMOUNT DUE, THE RENEWAL APPLICATION WILL NOT BE APPROVED! IT IS YOUR RESPONSIBILITY TO ENSURE COMPLETENESS AND ACCURACY OF THE RENEWAL APPLICATION AND FEES!

RENEWALS FUNERAL DIVISION

IMPORTANT

RENEWALS WILL OPEN JULY 1, 2026

Renewal Period without a late penalty is July 1, 2026- September 1, 2026.

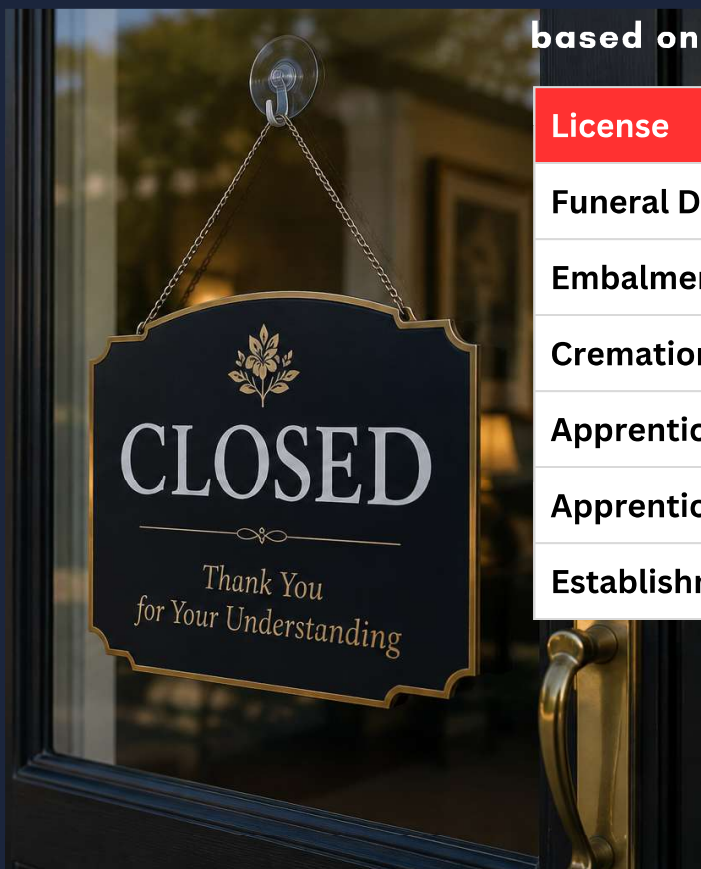
Renewals submitted starting September 2, 2026-October 1, 2026 will incur a late charge of \$100.00.



IF YOUR LICENSE HAS NOT BEEN RENEWED BY OCTOBER 1, 2026, STARTING OCTOBER 2, 2026 YOUR LICENSE IS EXPIRED. YOU MUST CEASE AND DESIST ALL OPERATIONS AND YOU WILL BE REQUIRED TO REACTIVATE YOUR LICENSE.

This chart breaks down the dollar amount based on your current license.

License	Jul 1-Sep 1	Sep 1-Oct 1	Oct 2
Funeral Director	\$230	\$330	License Expired
Embalmer	\$230	\$330	License Expired
Cremationist	\$150	\$250	License Expired
Apprentice FD	\$50	\$300	License Expired
Apprentice EM	\$50	\$300	License Expired
Establishment	\$500	\$300	License Expired



RENEWALS FUNERAL DIVISION

REQUIREMENTS



APPRENTICE CERTIFICATE RENEWAL

- YOUR RENEWAL APPLICATION MUST BE COMPLETED
- RENEWAL FEE MUST BE INCLUDED WITH YOUR APPLICATION (APPRENTICE FD IS \$50.00, APPRENTICE EM IS \$50.00)
- YOU MUST INCLUDE CASE REPORTS (EACH CASE MUST HAVE A SIGNATURE)
- YOU MUST INCLUDE YOUR ANNUAL REPORT (COMPLETED IN FULL)
- YOU MUST INCLUDE YOUR SKILLS EVALUATION SIGNED AND DATED BY YOUR SUPERVISOR

FAILURE TO INCLUDE THE ABOVE ITEMS FOR AN APPRENTICE RENEWAL WILL RESULT IN AUTOMATIC DENIAL. IF YOUR RENEWAL IS DENIED, IT IS YOUR RESPONSIBILITY TO ENSURE THAT YOU RESUBMIT YOUR RENEWAL BEFORE THE DEADLINE.

PERMANENT LICENSE RENEWAL (FUNERAL DIRECTOR, EMBALMER, CREMATIONIST)

REQUIREMENTS



- YOUR RENEWAL APPLICATION MUST BE COMPLETE
- RENEWAL FEE MUST BE INCLUDED WITH YOUR APPLICATION (FUNERAL DIRECTOR \$230, EMBALMER \$230, CREMATIONIST \$150)
- YOU MUST HAVE COMPLETED 8 HOURS OR MORE OF CONTINUING EDUCATION INCLUDING A BLOODBORNE PATHOGEN AND ETHICS. (DO NOT RENEW IF YOU HAVE LESS THAN 8 HOURS)
- CREMATIONIST WHOSE CREMATORY OPERATORS TRAINING IS FOUR YEARS OLD MUST COMPLETE A REFRESHER COURSE OR CREMATION CONTINUING EDUCATION

FAILURE TO INCLUDE THE ABOVE FOR A FUNERAL DIRECTOR, EMBALMER, OR CREMATIONIST LICENSE WILL RESULT IN AUTOMATIC DENIAL. IF YOUR RENEWAL IS DENIED, IT IS YOUR RESPONSIBILITY TO ENSURE THAT YOU RESUBMIT YOUR RENEWAL BEFORE THE DEADLINE.

RENEWALS FUNERAL DIVISION

REQUIREMENTS

FUNERAL ESTABLISHMENT

- YOUR RENEWAL APPLICATION MUST BE COMPLETED
- RENEWAL FEE MUST BE INCLUDED WITH YOUR APPLICATION (FUNERAL ESTABLISHMENT \$500)
- YOU MUST INCLUDE A COPY OF YOUR CURRENT LIABILITY INSURANCE WITH YOUR RENEWAL.



FAILURE TO INCLUDE THE ABOVE FOR A FUNERAL ESTABLISHMENT WILL RESULT IN AUTOMATIC DENIAL. IF YOUR RENEWAL IS DENIED YOU MUST CEASE AND DESIST ALL OPERATIONS, IT IS YOUR RESPONSIBILITY TO ENSURE THAT YOU RESUBMIT YOUR RENEWAL BEFORE THE DEADLINE.



RENEWAL FAQs

Do I have to submit a background with my renewal?

NO, you do not have to submit a background check with a renewal. Only new applications for licensure require a background check.

Can I send in a partial payment for my renewal?

NO, full payment for your license renewal is due at the time of submission

Can I submit my renewal form today and then my supporting documents tomorrow or separate?

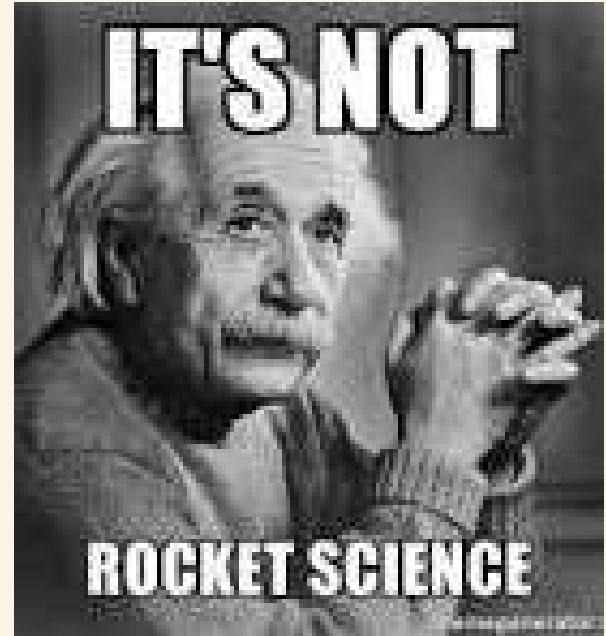
NO, you must submit all required documents at the time of submission of your renewal.

The renewal period deadline is Monday. If I overnight my renewal and do Saturday shipping but it does not arrive until Tuesday, will I still have to pay a penalty?

YES, Alabama Board of Funeral Services is not responsible for the mail. Please ensure that your renewal is mailed in a timely matter. If your renewal is received after the initial deadline of September 1, you will be required to pay a late penalty per license.

How can I renew my License?

Right now the Board is accepting paper renewals. Starting July 1, 2026 you can log into the portal and submit your renewal online. (Preneed renewals are to be submitted by paper only). Payment confirmation ensures we have received your submission. You may also mail a physical copy of the renewal along with supporting documents. You may also email your renewal to our email address, Info@fsb.alabama.gov. These options ensure that everyone's renewal is received well before the deadline.



RENEWAL FAQs CONT.

When will my pocket card be received?

All pocketcards should be issued to renewed licensees on or before October 1, 2026.

What if my pocket card is never received?

Pocket cards are mailed to the last known address. Please ensure that your address is correct. If it has changed it is your responsibility to make sure your address is updated.

My funeral home was inspected two weeks ago and Perine saw my liability insurance already. Do I still have to submit this with my renewal?

YES, Liability insurance must be included with your renewal.

I am scheduled to take the exam for permanent licensing in August, do I still need to renew my apprentice license?

The Board cannot make this decision for you. You have to make that decision. If you are not successful in the exam, you are still responsible for renewing your license on or before September 1 to avoid paying a penalty.

I renewed my apprentice license in August but passed my exam and I am now a permanent licensee. Will I received a refund for my renewal?

NO, The Board will not issue refunds for apprentices who renew and meet the qualifications of being permanent licensed. You have to make that decision on whether or not you will renew that license.



PRENEED DIVISION

RENEWAL REQUIREMENTS

**PRENEED
LICENSES
WILL NOT BE
ABLE TO BE
RENEWED
ONLINE!!!**

- Renewal Paper applications will begin being accepted by the Board on July 1, 2026.
- **PRENEED LICENSES WILL NOT BE ABLE TO BE RENEWED THROUGH THE ONLINE PORTAL!!!!!!!!!!!!**
- Licenses must be renewed by September 1, 2026, to remain active.
- Renewal applications received by the Board on September 2, 2026 – October 1, 2026, must include a \$100.00 late fee per license with the renewal, as each license will be in a “late renewal” status at this time
- Renewal applications received October 2, 2026, or later will be immediately denied and returned to the sender. Licensee must cease and desist all operations and must reactivate their license, COA, or Branch.

- Renewal applications are found on our website. Make sure you are using the most current version of the renewal application that is on our website. Older versions of the renewal application will be denied.

License	Jul 1-Sep 1	Sep 1-Oct 1	Oct 2
COA	\$99	\$199	License Expired
Branch	\$198	\$298	License Expired
PSA	\$33	\$133	License Expired



Preneed Requirements continued

- **THE RENEWAL APPLICATION FOR ALL PRENEED LICENSES CAN BE FOUND ON ONE APPLICATION FORM, MEANING THE CERTIFICATE OF AUTHORITY IS ABLE TO RENEW ALL BRANCH REGISTRANT AND PRENEED SALES AGENT LICENSES REGISTERED UNDER THE CERTIFICATE OF AUTHORITY LICENSE AT ONCE, RATHER THAN SENDING IN MULTIPLE APPLICATION FORMS.**
- **PRENEED SALES AGENT LICENSE HOLDERS SHOULD MAKE SURE THEIR LICENSE IS INCLUDED IN THE RENEWAL APPLICATION TO BE RENEWED PRIOR TO SEPTEMBER 1, 2026.**
- **ANY LICENSES NOT LISTED IN THE RENEWAL APPLICATION WILL NOT BE RENEWED.**
- **ALL LICENSEES LISTED IN THE APPLICATION MUST ANSWER CRIMINAL HISTORY QUESTIONS AND SIGN THE RENEWAL APPLICATION BEFORE THE RENEWAL WILL BE APPROVED.**
- **RENEWAL APPLICATIONS MUST BE ACCOMPANIED BY THE RENEWAL FEES PER LICENSE LISTED ON THE RENEWAL. NO LICENSE WILL BE RENEWED WITHOUT HAVING THE PROPER FEES PAID.**
- **PRENEED RENEWAL APPLICATIONS MUST BE ACCOMPANIED BY A FULL AND COMPLETE FINANCIAL STATEMENT OR FINANCIAL STATEMENT WAIVER LETTER (IF APPLICABLE).**



FUNERAL DIVISION

NEWS

► APPLICATIONS

Important reminders regarding filing applications with the Board:

- Make sure you are using the latest version of the application posted on our website
- Acknowledge and answer each question in the application, regardless of applicability. If the question does not apply, simply mark the question as such. Do not leave questions unanswered.
- **Questions regarding criminal history should be answered truthfully, regardless of how much time has passed. If there is a possibility of something appearing on your background check, answer the application accordingly and include explanations and documents. Failure to answer truthfully regarding criminal history can result in denial of applications.**

► PORTAL ACCESS

YOU CANNOT ACCESS THE PORTAL IF YOUR EMAIL IS NOT ON FILE. EVERYONE MUST HAVE THEIR OWN EMAIL ADDRESS!!! NO LICENSEE CAN USE THE SAME EMAIL ADDRESS TO LOG IN.

ESTABLISHMENTS, CERTIFICATE OF AUTHORITY, BRANCH REGISTRANTS YOUR FUNERAL HOME NEEDS AN AUTHORIZED USER TO LOG INTO THE BUSINESS PORTAL. PLEASE REACH OUT TO THE BOARD TO MAKE SURE YOU HAVE AN AUTHORIZED USER ON FILE.

THE BOARD'S PRIMARY WAY OF COMMUNICATION IS EMAIL!!! PLEASE MAKE SURE YOU HAVE AN UPDATED AND VALID EMAIL ON FILE WITH US.

► BACKGROUND CHECK

The Board underwent an audit from the FBI on January 26, 2026. As a result of that audit, all applicants are now required to submit to a background check with every new application for licensure filed with the Board, regardless of the applicant's current license status.

Background check requirements:

- Background Check Fee: \$38.25 per person
- Two (2) completed federal fingerprint cards (FD258—white cards with blue lines and lettering)
- Application to Review Alabama Criminal History Record Information (usually included with the application)
- Notice of Privacy Disclosure (usually included with the application)
- If more than one application is submitted at the same time for one person, only one background check is required. However, if applications are submitted at different times for one person, separate background checks must be performed for each application. Failure to comply with this requirement may result in delays in processing the application.

NEW LICENSE APPLICATIONS ONLY



NEW LICENSES



DURING THE BOARD MEETING THAT WAS HELD APRIL 14, 2026, THE BOARD APPROVED THE FOLLOWING LICENSES:



FUNERAL DIRECTOR

Willie George Shelby
Cloie L. Miller
Allison Susette White
Savannah L. McCormick
Eric D. Davis
Kari J. Minyard
Brittany N. Benson
Jon Thomas Carpenter
Sharon H. McCray
David Anthony Love
Larry E. Pearson
Cynthia J. Hill
Jessica L. Bell
Lance R. Sherrod
Emily Grace Loggins
Clay E. Grissom
Charlene E. Boykin
LaShonda Denise Cox
Emily Elizabeth Simpson
De'Anthony L. Powell
Kennedy Tysjai Sullivan
Tanner E. Faulkner
Steven Dewayne Ingram

EMBALMER

Allison Susette White
Cloie L. Miller
Savannah L. McCormick
Haisten Lane Murphree
Eric D. Davis
Cynthia J. Hill
Jon Thomas Carpenter
Brittany N. Benson
Kari J. Minyard
Jessica L. Bell
David Anthony Love
Emily Elizabeth Simpson
Kennedy Tysjai Sullivan
Emily Grace Loggins
LaShonda Denise Cox

CREMATIONIST

G. Tommy Bowen
Davis Lane Bowen
Moshiu Knox
Renarkius Renoir Miller
Don Kristan Cagle
Charles H. Atchinson
Carlos D. Black
Cetera Church
Rogery Perine
Haisten Lane Murphree
Aubrey L. Larkin
Billy Kendall Glover
Kari J. Minyard
Raymond A. Campbell
Emily Grace Loggins
Emily Faith Veal
Timothy C. Kilpatrick

NEW ESTABLISHMENTS/ CHANGE OF OWNERSHIPS

HARMONY FUNERAL HOME AND CREMATION LLC
WYATT FUNERAL HOME
SOUTHSIDE FUNERAL HOME

ESTABLISHMENT CLOSURES

KIRK FUNERAL HOME (GREENSBORO)
KIRK FUNERAL HOME (DEMOPOLIS)
KIRK FUNERAL HOME (MARION)
FREEMAN HOOD FUNERAL SERVICES
ATMORE MEMORIAL CHAPEL

CREMATORY REGISTRATION

VALLEY POINT FUNERAL HOME AND CREMATION
GLOVER FUNERAL HOME AND CREMATORY
BOWEN FUNERAL HOME
FOREST LAWN FUNERAL HOME & CREMATORY

PRENEED DIVISION

NEWS

▶ APPLICATIONS

Important reminders regarding filing applications with the Board:

- Make sure you are using the latest version of the application posted on our website
- Acknowledge and answer each question in the application, regardless of applicability. If the question does not apply, simply mark the question as such. Do not leave questions unanswered.
- **Questions regarding criminal history should be answered truthfully, regardless of how much time has passed. If there is a possibility of something appearing on your background check, answer the application accordingly and include explanations and documents. Failure to answer truthfully regarding criminal history can result in denial of applications.**

MINI EXAMS

As of May 31, 2026, the following miniature examination statistics are reported:

Completed: 45
Compliant: 44
Non-Compliant: 1
Full-Scale Examination: 2
Re-Examination: 0
Consent Agreement: 2

As of May 31, 2026, the following transfer application statistics were reported:

Completed: 5
Pending: 2

As of May 31, 2026, the following reactivation application statistics were reported:

Completed: 17
Pending: 0

PRENEED DIVISION

NEWS

► CONSENT AGREEMENTS

AS OF MAY 31, 2026, THE FOLLOWING CONSENT AGREEMENTS HAVE BEEN ENTERED INTO BY THE BOARD:

Complaint Number Penalty

ABFS25-0120 Pleas of Guilty Fined: \$2,500.00 Provide outstanding documents to the Board as soon as possible.

Violation(s)

1. Respondent failed to timely provide reports and records to the Board pursuant to the Board's request, in violation of ALA. CODE §§34-13-191 (a), -192, -198, and ALA. ADMIN.CODE r. 395-X-9-.13 (1.).

Complaint Number Penalty

ABFS26-0078 Pleas of Guilty Fined: \$30,900.00 (suspended) Payment of the fined amount will be suspended pending compliance with all other terms of the agreement and the Corrective Action Plan. If all terms have been fully complied with and implemented at the conclusion of a period of two (2) years from the date of the agreement, the Board will waive payment of the fined amount. Suspended penalties shall be reinstated and immediately due and payable upon a determination by the Board that the approved Corrective Action Plan has not been fully implemented or upon failure to adhere to said plan or to pay any outstanding examination fees within the time provided.

Violation(s)

1. Evidence of any discrepancies in or between the company's documents, reports, etc.
2. Failure to publicly display the certificate of authority license or preneed sales agent license in the establishment.
3. Evidence of any obvious issues or discrepancies between the contract files sample and the company's records, (e.g. preneed log, funds collected, etc.)
4. Use of any contract forms not approved by the Board.
5. Failure to format and complete preneed log in compliance with applicable statutes or regulations.
6. Failure to trust sufficient amounts for each contract (surety bond).
7. Failure to trust sufficient amounts for each contract (trust).

Complaint Number Penalty

ABFS26-0079 Pleas of Guilty Fined: \$18,100.00 (suspended) Payment of the fined amount will be suspended pending compliance with all other terms of the agreement and the Corrective Action Plan. If all terms have been fully complied with and implemented at the conclusion of a period of two (2) years from the date of the agreement, the Board will waive payment of the fined amount. Suspended penalties shall be reinstated and immediately due and payable upon a determination by the Board that the approved Corrective Action Plan has not been fully implemented or upon failure to adhere to said plan or to pay any outstanding examination fees within the time provided.

Violation(s)

1. Evidence of any discrepancies in or between the company's documents, reports, etc.
2. Failure to publicly display the certificate of authority license or preneed sales agent license in the establishment.
3. Evidence of any obvious issues or discrepancies between the contract files sample and the company's records, (e.g. preneed log, funds collected, etc.)
4. Use of any contract forms not approved by the Board.
5. Failure to format and complete preneed log in compliance with applicable statutes or regulations.
6. Failure to trust sufficient amounts for each contract (surety bond).
7. Failure to trust sufficient amounts for each contract (trust).

NEW LICENSES



DURING THE BOARD MEETING THAT WAS HELD APRIL 14, 2026, THE BOARD APPROVED THE FOLLOWING LICENSES:

PRENEED SALES AGENT

Harold Keith Moore
Kaleb Thomas Grogg
Robert Everett Proper
Emily Lynn Delp
Cody Wade Nugent
Crystal Colleen Humphreys
Katie Christine Pepin
Irving Tyrone Allen
Montina Meshell Dorsey Collins
Olivia Grace Hardie
Christopher Raymond Lee Shenk
Ashley Nicole Irby
Austin Lynn Hook

Marius Edwin Chasen
Danielle Marie Gautier
William Michael Anderson
Christopher Paul Wolfe
Sarah Joan Toth
Cheyenne Nicole Deakle
James Timothy Spires
Michael Wayne Booker II
Alexis Renee DeFritas
Umar Bin Hadi
Sara Elizabeth Cogar
Matthew Garrett Kinsey
Terrance Duray Casey
Cherokee Summer Whitmire

Logan Jacob Potter
Sharon Hart McCray
Roberta Farber Norman
Katrail Maurice Harris
Datara Greshunda Martin
Amanda Jane Pike
Randy Middleton
Allen D. Rice
Amy Tadlock
Te'Nerah Rice
Bobby Ray Berryhill
Ann Williams
Holly Box

CERTIFICATE OF AUTHORITY

Keahey-Carpenter Inc. dba Keahey Funeral Homes
Reese Funeral Home, Inc.
Marion Health Ventures, Inc. dba Berryhill Funeral Home
Walker Chapel Funeral Home and Memorial Gardens, LLC
JAO Williams Funeral Holdings dba Cullman Heritage Funeral Home
Southside Funeral Home
People's Funeral Home, Inc.

BRANCH REGISTRANT

Burningtree Memorial Gardens
Eastwood Memorial Gardens
Limestone Memorial Gardens
Montgomery Memorial Cemetery
Kirk Funeral Homes – Demopolis and Marion Chapels
Ascension Funeral Home and Crematory
Forest Lawn Funeral Home and Crematory
Springhill Memorial Gardens
Forest Lawn Memorial Gardens

STATISTICS

INSPECTION/AUDITS FY26

LICENSE COUNT FY 26

Apprentice Director	246
Apprentice Embalmer	149
Funeral Director	1609
Embalmer	946
Cremationist	386
Mortuary Services	5
Establishments	465
CE Provider	39
Preneed Sales Agent	756
COA	228
Branches	112
Endowment Care	182
Inactive COA	65
Inactive Branch	23

Completed	67
Compliant	41
Non-Compliant	26
Need- Reinspection	3
Board Notice	3
Inspection	14
Special Inpection	15
Re-Inspection	1



EXAM STATISTICS FY26 QTR 2

**FUNERAL DIRECTOR
 EMBALMER EXAM
 LAWS, RULES, REGULATION (LRR) EXAM**

Alabama Funeral Director Exam	Alabama Embalmer Exam	Alabama Law Exam
19 Given	11 Given	20 Given

Alabama Board of Funeral Services Proposes Rule Amendments to Implement Senate Bill 107

The Alabama Board of Funeral Services has proposed amendments to its fee and reporting regulations to implement recent statutory changes enacted by the Alabama Legislature. These amendments are intended to strengthen regulatory oversight of funeral, cremation, and preneed activities while providing a sustainable funding mechanism for the Board's expanded responsibilities.

The proposed amendments would authorize the Board to assess an administrative fee of \$10.00 for each final disposition for which a funeral establishment arranges services or otherwise renders services regulated under Chapter 34-13 of the Code of Alabama. Funeral establishments would be required to submit quarterly reports certifying the number of final dispositions and services performed and remit the applicable fee within 30 days following the end of each calendar quarter. The Board would verify reported information through the Alabama Department of Public Health's Electronic Death Registration System (EDRS) and other available records.

In addition, the proposed amendments would revise several ***initial*** fees associated with Certificates of Authority (COAs) and preneed regulations. The amendments would increase the ***initial*** application fee for a Certificate of Authority and Branch Registration from \$198 to \$250, increase COA transfer fees relating to ownership changes from \$132 to \$500, and increase the ***initial*** application Preneed Sales Agents from \$33 to \$50. **All renewal fees will remain the same as current renewals.**

These proposed changes reflect the Board's ongoing efforts to ensure effective oversight of Alabama's funeral and preneed industries following the transfer of preneed regulatory responsibilities to the Board. The additional revenue generated through these amendments will support examinations, compliance monitoring, consumer protection efforts, investigations, inspections, and other regulatory functions necessary to safeguard the public and maintain the integrity of the profession ***without*** increasing licensing fees.

The rule is open for the public comment period in accordance with the Administrative Procedure Act as follows:

Written or electronic mail comments will be accepted by the board until:

Time: 4:30 p.m., Tuesday, August 4, 2026

Place: 4276 Lomac Street, Montgomery, AL 36106

Email: Charles.perine@fsb.alabama.gov

The Board will review and consider all public comments on August 11, 2026, at 10:00 a.m. during a public hearing at 4276 Lomac Street, Montgomery, AL 36106.

**Alabama Board of Funeral Services Proposes Rule Amendments
to Implement Senate Bill 107**

Proposed Timeline:

Action	Date
1. Published in Administrative Monthly	June 30, 2026
2. Comment Period	June 30 – August 4, 2026
3. Public Hearing	August 11, 2026
4. Certified in Administrative Monthly	August 20, 2026
5. Effective Date	October 15, 2026
6. 1 st Reporting Period	October 1, 2026 – December 31, 2026
7. 1 st Due Date	January 30, 2027

ALABAMA BOARD OF FUNERAL SERVICE

NOTICE OF INTENDED ACTION

AGENCY NAME: Alabama Board of Funeral Service

RULE NO. & TITLE: 395-X-2-.03 Fees

INTENDED ACTION: Amend

SUBSTANCE OF PROPOSED ACTION:

The proposed rule amendment would establish an administrative fee of \$10.00 per disposition, assessed to each licensed funeral establishment for every final disposition arranged or funeral service rendered. Each funeral establishment shall remit the fee, together with a quarterly certification form reporting the total number of final dispositions and services rendered, no later than thirty (30) days after the close of each calendar quarter.

TIME, PLACE AND MANNER OF PRESENTING VIEWS:

Written or electronic mail comments will be accepted by the board until:
Time: 4:30 p.m., Tuesday, August 4, 2026
Place: 4276 Lomac Street, Montgomery, AL 36106
Email: Charles.perine@fsb.alabama.gov

FINAL DATE FOR COMMENT AND COMPLETION OF NOTICE:

Tuesday, August 4, 2026

CONTACT PERSON AT AGENCY:

Charles M. Perine

Charles M. Perine

Charles Perine

(Signature of officer authorized
to promulgate and adopt
rules or his or her deputy)

395-X-2-.03

Fees.

1. The fees to be charged by the Board:

FEE TYPE/PURPOSE	AMOUNT
APPLICATION	
Funeral Director Application Fee	\$230.00
Embalmer Application Fee	\$230.00
Cremationist Application Fee	\$150.00
Reciprocity Funeral Director Application Fee	\$300.00
Reciprocity Embalmer Application Fee	\$300.00
Reciprocity Funeral Director Special Work Permit Application Fee	\$ 50.00
Reciprocity Embalmer Special Work Permit Application	\$ 50.00
Apprentice Funeral Director Application Fee	\$ 50.00
Apprentice Embalmer Application Fee	\$ 50.00
Funeral Establishment Application Fee	\$500.00
Crematory Registration Application Fee	\$200.00
Funeral Establishment Change of Ownership Application Fee	\$250.00
Continuing Education Provider Administrative Fee	\$200.00
Certificate of Authority (COA) Application Fee	\$198.00 <u>\$250.00</u>
Branch Registration Application Fee (COA)	\$198.00 <u>\$250.00</u>
Transfer of Certificate of Authority - Ownership Application Fee	\$132.00 <u>\$500.00</u>
Transfer of Branch Registration Application Fee (COA-Ownership)	\$132.00 <u>\$500.00</u>
Preneed Sales Agent Application Fee	\$ 33.00 <u>\$50.00</u>
RENEWAL	
Funeral Director/Embalmer/Practical Embalmer Renewal Fee per license	\$230.00
Cremationist Renewal Fee	\$150.00
Apprentice Funeral Director/Embalmer Renewal Fee per certificate	\$ 50.00
Funeral Establishment Renewal Fee per establishment	\$500.00
Certificate of Authority (COA)	\$ 99.00
Branch Registration (COA)	\$198.00
Preneed Sales Agent	\$ 33.00
Late Renewal Fee or Lapsed Penalty per license	\$100.00
INSPECTION/EXAMINATION	
Funeral Establishment Original Inspection Fee	\$150.00

Funeral Establishment Re-Inspection Fee	\$150.00
Funeral Establishment Annual Inspection Fee	\$100.00
Late Penalty for Past Due Inspection Fee	\$150.00
COA/Branch Special Preneed Examination Fee	\$335 per day plus expenses per §34-13-196
COA/Branch Annual Preneed Mini Examination Fee	\$335 per day per §34-13-196
EXAM	
Laws, Rules, Regulation Exam per exam	\$ 50.00
Alabama Funeral Director Exam per exam	\$100.00
Alabama Embalmer Exam per exam	\$100.00
OTHER	
Administrative Fee Upon Final Disposition (see 395-X-2-.03(3) below)	\$10.00 per final disposition
Funeral Establishment - License Transfer (Temporary Location)	\$ 25.00
Funeral Establishment - Reissued License Due to Name Change	\$ 25.00
Special Operating Permit Application Fee	\$ 50.00
Replacement Wall Certificate per certificate	\$ 15.00
Replacement Wallet or Wall License per license	\$ 15.00
COA Certificate holder fails to file annual statement	\$50 per day
COA Certificate holder fails to file statement of activities of the trust	\$50 per day
Background Check Application Fee	Current fee charged by Alabama Law Enforcement Agency

(2) All ~~application~~-fees paid to the board are non-refundable.

(3) Administrative Fee Upon Final Disposition or Services Rendered

(A) Definitions. For purposes of this rule the following terms have the following meanings:

(i) ADMINISTRATIVE FEE. The administrative fee provided for by Ala. Code § 34-13-30.1.

(ii) FINAL DISPOSITION. The lawful disposal of human remains whether by interment, cremation, or other method of lawful disposition of human remains.

(iii) QUARTER. Each three-month period of the Alabama Board of Funeral Services fiscal year, which ends on December 31, March 31, June 30, and September 30.

(B) Administrative Fee Assessment & Reporting.

(i) Each funeral establishment shall be assessed an Administrative Fee of ten dollars (\$10.00) for each final disposition for which the establishment made funeral arrangements or otherwise rendered services regulated by this chapter during the reporting period as provided in Ala. Code § 34-13-30.1.

(ii) Total payment due shall be calculated based on the total number of final dispositions performed during each quarter, beginning with the quarter ending December 31, 2026.

(iii) Payment shall be made within 30 days after the end of each quarter. If the 30th day falls on a weekend or holiday, the payment must be made no later than the next business day.

(iv) Concurrent with submission of the payment provided in subsection (c), each funeral establishment shall submit a quarterly report on a form prescribed by the Board certifying the total number of final dispositions performed by the funeral establishment for that quarter and attested to by the notarized signature of the establishment's managing funeral director.

(v) The assignment of a death certificate to a funeral establishment shall be considered prima facie evidence that the funeral establishment is responsible for the Administrative Fee as to that decedent's arrangements. The Board may verify reported final dispositions against death certificate data maintained through the Electronic Death Registration System (EDRS) or any other records.

(vi) Funeral establishments shall maintain accurate records sufficient to substantiate all reported final dispositions for a minimum of four (4) years and shall make such records available to the Board upon request.

(vii) Failure to timely submit the required quarterly report or fee shall constitute a separate violation of this rule for each

day after the deadline provided above that such submission is not made. Each such violation shall incur an administrative fine of \$50 per day. Provided, any such submission not made within 10 days of the deadline may be referred for additional or further discipline as provided in (viii) below.

(viii) Any violations of this rule, including submission of misleading or inaccurate information on the report, shall constitute grounds for disciplinary action pursuant to Ala. Code § 34-13-56 including fines, probation, suspension, or revocation of licensure.

(ix) The Administrative Fee shall appear as a separate entry on the funeral establishment's general price list and any statement of goods and services.

Author: Charles M. Perine

Statutory Authority: Code of Ala. 1975, §§34-13-26, 34-13-30.1, 34-13-51, 34-13-53, ~~34-13-55~~, 34-13-70, 34-13-72, 34-13-74, 34-13-90, 34-13-92, 34-13-111, 34-13-113, 34-13-114, 34-13-120, 131.34-13-120.1, 34-13-130, 34-13-131, 34-13-191, 34-13-196, 34-13-199.

History: Originally filed as Rule No. 395-X-2-.04 entitled "Cost of Renewal License." **Amended:** Filed April 5, 1983; August 9, 1985. **Amended:** Filed May 3, 2002; effective June 7, 2002.

Amended: Filed May 14, 2003; effective June 18, 2003. **Amended:** Filed January 30, 2012; effective March 5, 2012. **Amended:** Filed June 6, 2014; effective July 11, 2014. **Amended:** Filed September 12, 2017; effective October 27, 2017. **Amended:** Published July 29, 2022; effective September 12, 2022. **Amended:** Published March 29, 2024; effective May 13, 2024. **Amended:** Published ; effective .

ANNOUNCEMENTS SPOTLIGHTS

The Board hosted a presentation for preneed education on May 29, 2026, at 17 Springs in Millbrook. If you were unable to attend the presentation in person, it will be uploaded to our website for anyone to see. The upload will be broken down into sections so you can jump to the area of most relevance to you.



Food and Venue
provided by:



Door Prizes
provided by:

The Board wishes to thank the sponsors of the event: Atlantic Coast Life Insurance Company and FSI Trust provided the venue and lunch; and the Funeral Trust of Alabama provided the prizes for our trivia questions.

Thank you to those that came and participated, and congratulations to the winners of the trivia questions: in first place, Iris McIlwain; in second place, Craig Bodford; and in third place, Susan Phillips. Last, but certainly not least, congratulations to those who won the door prizes!



Until Next
time!
Thankyou for
Reading

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