



KAY IVEY
GOVERNOR

ALABAMA BOARD OF FUNERAL SERVICES

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CHARLES PERINE
DIRECTOR

Subject: Immediate Action Required: 2026 License Renewal Information and Deadlines

Dear Licensee,

The 2026 Alabama Board of Funeral Services renewal period opens July 1, 2026. Every license issued by the Board expires this year and must be renewed on time to avoid expiration. Please read the following information carefully. Failure to follow these instructions or submit a complete renewal will result in delays, denial, expiration of your license, and the inability to legally operate. Old forms will not be accepted. The forms have been attached for your convenience.

*****PRENEED LICENSES CANNOT RENEW IN THE PORTAL ONLINE. PLEASE REFER TO THE BOARD'S WEBSITE FOR YOUR RENEWAL FORM. AGAIN, PRENEED LICENSES ARE NOT TO BE RENEWED ON THE PORTAL. *****
IMPORTANT REMINDERS

- Background checks are NOT required for renewals. They are only required for new license applications.
- Full payment is due when you submit your renewal. Partial payments are not accepted.
- All required documents must be submitted at the same time as your renewal application.
- Only the most current renewal forms available on the Board's website will be accepted. Older versions will be denied.
- If your application is incomplete, unsigned, contains incorrect fees, or missing documentation, it will not be approved.
- It is the licensee's responsibility—not the Board's—to ensure renewal materials arrive before the deadline. Mailing delays do not waive late penalties.
- Pocket cards for renewed licenses are expected to be mailed by October 1, 2026.
- If your mailing address has changed, update it immediately to avoid delays in receiving your pocket card.



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IMPORTANT RENEWAL DEADLINES

July 1 – September 1, 2026

- Renew during this period to avoid late penalties.

September 2 – October 1, 2026

- A \$100 late penalty per license is added to each license that has not been renewed.

October 2, 2026, and after

- Your license is expired.
- You must immediately cease and desist all licensed operations.
- Your license must be reactivated before you may resume practice.

LICENSE RENEWAL FEES

License	July 1 – Sept. 1	Sept. 2 – Oct. 1
Funeral Director	\$230	\$330
Embalmer	\$230	\$330
Cremationist	\$150	\$250
Apprentice Funeral Director	\$50	\$150
Apprentice Embalmer	\$50	\$150
Funeral Establishment	\$500	\$600
Certificate of Authority (COA)		\$99 \$199
Branch Registration	\$198	\$298
Preneed Sales Agent	\$33	\$133

Beginning October 2, all licenses listed above are expired and cannot be renewed through the normal renewal process. Reactivation is required.



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RENEWAL REQUIREMENTS

Funeral Directors, Embalmers & Cremationists

Your renewal must include:

- A completed renewal application.
- The appropriate renewal fee.
- A minimum of 8 hours of continuing education, including:
 - o Bloodborne Pathogens
 - o Ethics
- Cremationists whose training is four years old must complete a refresher course or cremation continuing education.

Incomplete applications will be automatically denied. Apprentice Funeral Directors & Apprentice Embalmers Your renewal must include:

- Completed renewal application.
- \$50 renewal fee.
- Signed case reports.
- Completed Annual Report.
- Skills Evaluation signed and dated by your supervisor.

Missing any required documentation will result in automatic denial. It is your responsibility to correct deficiencies and resubmit before the renewal deadline.

Funeral Establishments

Your renewal must include:

- Completed renewal application.
- \$500 renewal fee.
- A copy of your current liability insurance.

Failure to include liability insurance will result in automatic denial.



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PRENEED LICENSE RENEWALS

Please note the following important requirements:

- Preneed licenses cannot be renewed through the online portal.
- Paper renewal applications will begin being accepted July 1, 2026.
- Licenses must be renewed by September 1, 2026 to remain active.
- Renewals received September 2–October 1 must include the applicable renewal fee plus a \$100 late penalty per license.
- Applications received on or after October 2 will be denied, and affected licenses must be reactivated before operations may continue.

Additional Preneed requirements:

- Use the current renewal application found on the Board's website.
- One application renews the Certificate of Authority, Branch Registrants, and Preneed Sales Agents associated with that COA.
- Every license that should be renewed must be listed on the application.
- All listed licensees must answer criminal history questions and sign the application.
- Proper renewal fees must accompany the application.
- Include a complete financial statement or approved financial statement waiver, if applicable.

ONLINE RENEWALS

Beginning July 1, 2026, ALL FUNERAL DIVISION (Funeral Director, Embalmer, Cremationist, Apprentice Funeral Director, Apprentice Embalmer, and Funeral Establishment) licenses may renew online through the Board's licensing portal.

Exception: This year Preneed renewals must be submitted using the form on our website or the one that has been attached for your convenience. The form must accompany all fees for each license you are renewing.

The Board strongly encourages all licensees to renew early. Waiting until the deadline increases the risk of late penalties, application denials, and license expiration. Do not wait until the last minute. Submit a complete application with all required documentation and the correct fees as soon as the renewal period opens on July 1, 2026.