SEPTEMBER 11, 2026

ALABAMA BOARD OF FUNERAL SERVICES

NEWS LETTER

IMPORTANT CHANGES AHEAD

ADMINISTRATIVE FEE EFFECTIVE OCTOBER 1, 2026

The Alabama Board of Funeral Service reminds all licensees and funeral establishments that several important deadlines and regulatory changes are approaching.

This issue provides information on the new State Administrative Fee, Background Check Fee increase, upcoming Board meetings, examination dates, and other important reminders.

Upcoming Board Meeting
October 13, 2026
4276 Lomac Street
Montogmery, Alabama

Joint Division 9:00am a.m.,
Funeral Division 10:00 a.m.,
Preneed Division 11:00 a.m.

HERE'S WHAT'S NEW!

- BOARD MEETING
- BACKGROUND CHECKS
- ADMINISTRATIVE FEE
- RENEWAL DEADLINE
- ADMINISTRATIVE BILL
- FUNERAL DIVISION
- PRENEED DIVISION

Background Check Increase

Effective October 1, 2026, the FBI/State background check fee will increase to $40.00 due to FBI increase.

A background check is required for:
Permanent Licenses • New Establishment Licenses • License Reactivations • Preneed Licenses

FOR NEW APPLICATIONS ONLY, RENEWALS DO NOT REQUIRE BACKGROUND CHECK.

PLEASE SUBMIT EXACTLY $40.00

Payments must be for the exact amount of $40.00. If an incorrect amount is submitted, it cannot be processed and will be returned, which may delay your application.

NEW BACKGROUND CHECK FEE: $40.00 | EFFECTIVE OCTOBER 1, 2026

ADMINISTRATIVE FEE

These changes will take place October 1, 2026

INITIAL APPLCIATION FEE

These changes will take place October 15, 2026

THE FOLLOWING PAGES CONTAIN IMPORTANT INFORMATION REGARDING REQUIREMENTS AND PROCEDURES THAT WILL BE STRICTLY ENFORCED BEGINNING OCTOBER 1, 2026 AND OCTOBER 15, 2026

PLEASE REVIEW THIS INFORMATION CAREFULLY AND ENSURE YOU ARE FULLY PREPARED FOR COMPLIANCE BY THE EFFECTIVE DATE.

ALABAMA
BOARD OF FUNERAL SERVICES

4276 LOMAC STREET | MONTGOMERY, ALABAMA 36106
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KAY IVEY
GOVERNOR

CHARLES PERINE
DIRECTOR

September 7, 2026

TO: All Alabama Licensed Funeral Establishments

FROM: Charles M. Perine, Executive Director

RE: Implementation of Senate Bill 107 and Administrative Rule 395-X-2-.03 – Administrative Fee Upon Final Disposition

Dear Funeral Establishment:

The Alabama Board of Funeral Service is providing this notice to explain the implementation of Senate Bill 107 and the amendments to Alabama Administrative Code Rule 395-X-2-.03, Fees, approved by the Board on August 11, 2026. The purpose of this correspondence is to ensure that every licensed funeral establishment clearly understands the new administrative fee, quarterly reporting requirements, payment deadlines, recordkeeping responsibilities, and how the Board intends to enforce the rule ***beginning with the 2027 fiscal year on October 1, 2026***.

The amended rule establishes a ***$10.00*** Administrative Fee for each final disposition for which a licensed funeral establishment made funeral arrangements or otherwise rendered services regulated by Chapter 13 of Title 34.

Administrative Fee Effective October 1, 2026

Beginning **October 1, 2026**, each licensed funeral establishment will be responsible for a $10.00 administrative fee for each applicable final disposition or rendered services during the reporting quarter.

For purposes of the rule, a final disposition means the lawful disposal of human remains, whether by interment, cremation, or another lawful method of disposition.

The fee is based on the number of final dispositions for which the funeral establishment made funeral arrangements or otherwise rendered regulated services. Therefore, establishments should begin maintaining accurate records on October 1, 2026, so that the first quarterly report can be properly completed.

Quarterly Reporting and Payment

The Board's fiscal year consists of four quarters ending December 31, March 31, June 30, and September 30. The first reporting period under the new rule will be **October 1 through December 31, 2026**.

Each establishment must submit the enclosed Board-prescribed quarterly report certifying its total number of final dispositions for the quarter. The report must **be attested to by the notarized signature of the establishment's Managing Funeral Director.** Payment of the $10.00 administrative fee for each reportable final disposition or service must accompany the quarterly submission.

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GOVERNOR

CHARLES PERINE
DIRECTOR

The following reporting schedule will apply:

Reporting Quarter	Reporting Period	Quarter Ends	Report & Payment Due
1st Quarter	Oct. 1 – Dec. 31, 2026	Dec. 31, 2026	**February 1, 2027***
2nd Quarter	Jan. 1 – Mar. 31, 2027	Mar. 31, 2027	**April 30, 2027**
3rd Quarter	Apr. 1 – June 30, 2027	June 30, 2027	**July 30, 2027**
4th Quarter	July 1 – Sept. 30, 2027	Sept. 30, 2027	**November 1, 2027***

*January 30, 2027 and October 30, 2027 falls on a Saturday. Under the rule, when the 30th day falls on a weekend or holiday, payment is due no later than the next business day.

This same quarterly schedule will continue each fiscal year, with reports and payments due within 30 days following the end of each quarter, subject to the next-business-day provision.

Determining Which Establishment Is Responsible

To assist establishments in understanding responsibility for the administrative fee, the rule provides that the assignment of a death certificate to a funeral establishment constitutes prima facie evidence that the establishment is responsible for the Administrative Fee for that decedent's arrangements.

The Board may compare quarterly reports with death certificate information maintained through the Electronic Death Registration System (EDRS) or other available records.

Accordingly, funeral establishments should ensure that their internal records accurately identify each final disposition for which the establishment made funeral arrangements or rendered regulated services.

General Price List and Statement of Goods and Services

The Administrative Fee must appear as a separate entry on the funeral establishment's General Price List and any Statement of Goods and Services.

Establishments should therefore review and update these documents as necessary before implementation on **October 1, 2026**.

Example:

State Administrative Fee …….…… $10.00
Pursuant to Alabama law and Alabama Administrative Code Rule 395-X-2-.03, the fee is assessed for each final disposition for which a funeral establishment makes funeral arrangements or provides regulated services. The fee supports the Alabama Board of Funeral Service's regulatory operations, including inspections, investigations, preneed examinations, and consumer protection activities.

Record Retention

Each funeral establishment must maintain records sufficient to substantiate the final dispositions reported to the Board for a minimum of four (4) years. These records must be made available to the Board upon request.

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GOVERNOR

CHARLES PERINE
DIRECTOR

The Board encourages establishments to establish an internal process now for reconciling their final dispositions throughout each quarter rather than waiting until the quarterly report becomes due.

Enforcement and Penalties

The Board's objective is to provide funeral establishments with sufficient notice and clear guidance so that establishments can comply with the new requirements. However, beginning with the first reporting period, compliance with the reporting and payment deadlines will be required.

Failure to timely submit the quarterly report or required administrative fee constitutes a separate violation ***for each day after the deadline*** that the required submission is not made. The rule provides for an ***administrative fine of $50.00 per day***. A submission that remains outstanding more than ten (10) days after the deadline may be referred for additional disciplinary action.

Additionally, misleading or inaccurate information submitted on a quarterly report may constitute grounds for disciplinary action under Ala. Code § 34-13-56, which may include fines, probation, suspension, or revocation of licensure.

Other Fee Changes

Funeral establishments and preneed certificate holders should also be aware that the amendment to Rule 395-X-2-.03 includes changes to certain ***initial*** preneed-related fees, including:

- **Initial Certificate of Authority Application:** $250.00
- **Initial Branch Registration Application:** $250.00
- **Transfer of COA – Ownership Application:** $500.00
- **Transfer of Branch Registration – Ownership:** $500.00
- **Initial Preneed Sales Agent Application:** $50.00

INITIAL APPLICATION FEE. *A non-refundable fee required to be submitted with an application by a person or entity seeking the initial issuance of a license, certificate, registration, permit, or other authorization by the Board. An Initial Application Fee does not include renewal fees, late fees, examination fees, inspection fees, or fees associated with the replacement or reissuance of an existing license, certificate, registration, or permit.*

Effective ***October 1, 2026****, the Federal Bureau of Investigation (FBI) will increase the fee associated with obtaining a criminal history background check. As a result of this federal fee adjustment, the* ***new criminal history background check fee will be $40.00*** *beginning October 1, 2026.*

These fee changes will be reflected in the amended fee schedule and will be effective October 15, 2026.

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CHARLES PERINE
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Preparing for October 1, 2026

Before the beginning of the new fiscal year, each funeral establishment should ensure that it has: **(1)** updated its General Price List and Statement of Goods and Services to separately identify the Administrative Fee; **(2)** established a method for tracking each reportable final disposition; **(3)** inform its Managing Funeral Director of the quarterly reporting and notarization requirement; **(4)** established procedures to reconcile its records with death certificates assigned to the establishment; and **(5)** implemented a system to ensure reports and payments are submitted within the required 30-day period.

The first reporting quarter begins **October 1, 2026, and ends December 31, 2026**. Therefore, establishments should begin tracking reportable final dispositions on October 1. The Board's rule establishes quarterly reporting and verification procedures intended to provide a standardized and consistent process for all licensed funeral establishments.

The Alabama Board of Funeral Service appreciates the cooperation of Alabama's funeral establishments as these new statutory and regulatory requirements are implemented. Our goal is to provide clear guidance and promote uniform compliance throughout the state.

Questions concerning the Administrative Fee, quarterly reporting requirements, or the amended rule may be directed to the Alabama Board of Funeral Service.

Sincerely,

Charles M. Perine
Executive Director

Enclosure

ALABAMA BOARD OF FUNERAL SERVICES

4276 Lomac Street | Montgomery, Alabama 36106 | 334.242.4049

STATE ADMINISTRATIVE FEE REPORTING FORM

Due within 30 days after the end of each quarter. Submit completed form and payment.

REPORTING PERIOD

FISCAL YEAR	QUARTER	REPORT DATE

Quarter reference: 1st (Oct 1-Dec 31) • 2nd (Jan 1-Mar 31) • 3rd (Apr 1-Jun 30) • 4th (Jul 1-Sep 30)

FUNERAL ESTABLISHMENT INFORMATION

ESTABLISHMENT NAME	LICENSE NO.
PHYSICAL ADDRESS	CITY / ZIP

PHONE	EMAIL

FEE CALCULATION

Total final dispositions for which this establishment made funeral arrangements or otherwise rendered regulated services during the quarter	
Fee per disposition	$ 10.00
TOTAL FEE DUE	$ 0.00

ATTESTATION

I, the undersigned Managing Funeral Director, certify under penalty of disciplinary action that:

- The information provided in this report is true, accurate, and complete.
- The number reported above accurately reflects all final dispositions for which this establishment made funeral arrangements or otherwise rendered services subject to the Administrative Fee during the reporting period.
- I understand that this report may be verified against death certificate records maintained through the Electronic Death Registration System (EDRS).
- I acknowledge that failure to report, failure to remit fees, or submission of false or inaccurate information may result in disciplinary action pursuant to Code of Alabama 1975, §34-13-56.

MANAGING FUNERAL DIRECTOR & NOTARY

MANAGING FUNERAL DIRECTOR - PRINTED NAME		DATE
MANAGING FUNERAL DIRECTOR - SIGNATURE		Title: Managing Funeral Director
NOTARY PUBLIC SIGNATURE		COMMISSION EXPIRES
STATE OF ALABAMA - COUNTY	SUBSCRIBED & SWORN DATE	NOTARY SEAL / ID

RECORD RETENTION: Maintain records sufficient to substantiate reported final dispositions for a minimum of four (4) years and make them available to the Board upon request.

FOR BOARD USE ONLY

DATE RECEIVED	AMOUNT RECEIVED	POSTED DATE	POSTED BY

VERIFIED AGAINST EDRS	DISCREPANCY NOTED	BOARD NOTES

FAQ's

How much is the fee?

The fee is $10 for each applicable final disposition for which a licensed funeral establishment made funeral arrangements or otherwise rendered regulated services.

How do we pay the Administrative Fee?

The Board accepts the Administrative Fee and completed reporting form through Document Upload on the Board's website, email, fax, or mail. If submitting the form through Document Upload, email, or fax, please call the Board to make the payment by credit card. You may also request that an invoice be added to your online portal after the Board receives your completed form, allowing you to make the payment through the portal.

If submitting by mail, you may mail the completed form along with payment by check, cash, money order, or certified funds. The Board's website provides access to its online services and Business Licensing Portal.

When should establishments begin tracking final dispositions?

Establishments should begin maintaining accurate records on October 1, 2026. The first reporting period runs October 1 through December 31, 2026.

How often must the fee be reported and paid?

Reporting and payment are required quarterly. The Board's fiscal-year quarters end December 31, March 31, June 30, and September 30, and reports and payments are due within 30 days after the end of each quarter.

Who must sign the quarterly report?

The establishment's Managing Funeral Director must attest to the quarterly report, and the signature must be notarized. Payment must accompany the quarterly submission.

How is it determined which establishment is responsible for the fee?

The assignment of a death certificate to a funeral establishment constitutes prima facie evidence that the establishment is responsible for the administrative fee for that decedent's arrangements. The Board may compare reports with EDRS death certificate information or other available records.

Does the fee need to appear on the General Price List?

Yes. The Administrative Fee must appear as a separate entry on the establishment's General Price List and any Statement of Goods and Services. The Board's example identifies it as a "State Administrative Fee — $10.00."

How long must supporting records be retained?

Records sufficient to substantiate reported final dispositions must be retained for a minimum of four years and made available to the Board upon request.

What happens if a report or payment is late?

Failure to timely submit the quarterly report or required fee constitutes a separate violation for each day after the deadline. The rule provides for a $50 administrative fine per day, and a submission outstanding for more than 10 days may be referred for additional disciplinary action.

Are there penalties for inaccurate reporting?

Yes. The Board states that misleading or inaccurate information on a quarterly report may constitute grounds for disciplinary action under Ala. Code § 34-13-56, which may include fines, probation, suspension, or revocation of licensure.

Important Dates and Deadlines

Administrative Fee

Reporting Period	Report and Payment Due
Oct. 1 – Dec. 31, 2026	February 1, 2027
Jan. 1 – Mar. 31, 2027	April 30, 2027
Apr. 1 – June 30, 2027	July 30, 2027
July 1 – Sept. 30, 2027	November 1, 2027

Renewal Period

July 1st- September 1st without a late penalty
September 2nd– October 1st Late Penalty of $100.00 on each late license
October 2nd License Expired, Cease and Desist all operations

Preneed Annual Reporting

April 1st– Annual Report Due for Janaury 1ST through December 1ST of the previous year

Financial Statement Waiver Request

January 1st – April 1st each year
Waivers are only granted once and must be applied for each year, if you wish to continue having a waiver. A financial statement is required to be submitted with the renewal application if no waiver is granted beginning July 1st – September 1st .

BOARD NOMINATIONS

FUNERAL DIVISION

BOARD APPOINTMENTS
October 13, 2026
8:45 AM
4276 Lomac Street, Montgomery, Alabama 36106

THE FOLLOWING SEATS ARE UP FOR NOMINATION FOR THE FUNERAL DIVISION:

District 1

District 2

District 5

NOMINATION PROCESS

Attendees must select up to three nominees for each seat expiring. Those nominees for the professional member seats shall 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. If more than three nominees are submitted for one district, a vote will take place and only one funeral director from each establishment may vote. Should a company own multiple establishments, only one funeral director from each establishment may cast a vote for the establishment. If anyone has questions about the nomination process or districts, please contact the Board's office.

FUNERAL DIVISION ELIGIBILITY REQUIREMENTS

To be eligible to serve on the board as a Professional Member, the nominee shall be a United States citizen, resident of Alabama, and licensed and in good standing with the board as an embalmer or funeral director at the time of appointment, and during the entire term of office and shall:

1.Hold a current license from the board to practice embalming in the state, shall have been actively practicing embalming in the state for the last 10 consecutive years prior to appointment, and shall be engaged in the practice of embalming at the time of appointment to the board, and/or

2.Hold a current license from the board to practice funeral directing in the state, shall have been actively engaged in funeral directing in the state for the last 10 consecutive years prior to appointment, and shall be the operator of a funeral establishment in this state.

To be eligible to serve on the board as a Consumer Member, the nominee shall be a United States citizen and a resident of Alabama for the last 10 consecutive years immediately preceding appointment, and during the entire term of office and shall not:

1.Have held, or currently hold, a license or certification issued by the board,

2.Be employed at any time by, or professionally or financially associated with, the holder of a license or certificate issued by the board, and/or

3.Be related within the third degree of consanguinity or affinity to the holder of a license or certificate issued by the board.

BOARD NOMINATIONS

PRENEED DIVISION

BOARD APPOINTMENTS
October 13, 2026
8:45 AM
4276 Lomac Street, Montgomery, Alabama 36106

A PROFESSIONAL MEMBER FROM THE FOLLOWING DISTRICTS MAY BE NOMINATEDTO SERVE ON THE PRENEED DIVISION.

Seat 3

Seat 4

***The two professional members whose terms are not expiring are both preneed sales agents, one holds a certificate of authority for a cemetery authority, and one lives in District 1 and one in District 7.

NOMINATION PROCESS

Attendees must select up to three nominees for each seat expiring. Those nominees for the professional member seats shall 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. If more than three nominees are submitted for one district, a vote will take place and only one Preneed Sales Agent from each Certificate of Authority may vote. If anyone has questions about the nomination process or districts, please contact the Board's office.

NOMINATIONS CANNOT COME FROM DISTRICTS 1 AND 7.

PRENEED DIVISON ELIGIBILITY REQUIREMENTS

To be eligible to serve on the board as a Professional Member, the nominee shall:

1.Hold a current license from the board to practice as a preneed sales agent,

2.Have actively engaged in preneed sales or direct management of preneed sales in the state for the last five consecutive years immediately preceding appointment, and

3.Be employed by a certificate of authority license holder in this state at the time of appointment to the board.

Two professional members shall be licensed funeral directors, and two professional members shall be licensed preneed sales agents employed by a cemetery. Two of these professional members shall also hold a current certificate of authority to sell preneed services and merchandise.

FUNERAL DIVISION NEWS AND UPDATES

FUNERAL DIVISON RENEWAL PERIOD 2026-2028

As we come to the end of the renewal period, thank you to those who did submit your renewal on time. If you submitted a renewal prior to September 2, 2026 and have not received an approval email please reach out to the Board.

RENEWALS WILL NOT BE ACCEPTED BEGINNING OCTOBER 2.

EFFECTIVE 12:00 A.M. ON OCTOBER 2, ANY LICENSE THAT HAS NOT BEEN PROPERLY RENEWED WILL BE CONSIDERED EXPIRED.
ONCE YOUR LICENSE HAS EXPIRED, YOU MAY NOT CONDUCT OR ENGAGE IN ANY BUSINESS OR ACTIVITY REGULATED BY THE BOARD UNTIL YOUR LICENSE HAS BEEN PROPERLY REACTIVATED.

TO REGAIN AN ACTIVE LICENSE, YOU WILL BE REQUIRED TO COMPLETE THE REACTIVATION PROCESS AND SATISFY ALL REQUIREMENTS UNDER THE CURRENT LAW.

THERE WILL BE NO EXCEPTIONS.

LICENSEES ARE STRONGLY ENCOURAGED TO SUBMIT ALL REQUIRED RENEWAL FORMS, DOCUMENTATION, FEES, AND OTHER REQUIREMENTS BEFORE THE DEADLINE TO AVOID AN INTERRUPTION IN THEIR ABILITY TO CONDUCT REGULATED BUSINESS.

Late Renewal Fee

All renewals submitted between September 2 and October 1 will incur a $100 late fee.

Establishment Renewals

All establishments must submit a current copy of their liability insurance with the establishment renewal application.

Permanent Licensees

Permanent licensees must have completed at least 8 hours of Continuing Education to meet renewal requirements.

Apprentice Certificate Renewals

Apprentices must submit all required renewal documentation, including:

- Completed Renewal Form
- Annual Report
- Case Report
- Skills Evaluation

Important: Submitting the Annual Report, Case Report, and Skills Evaluation without a completed Renewal Form will not constitute a complete renewal submission, and the license will not be approved.
Please ensure all required forms, documentation, fees, and educational requirements are completed and submitted as required.

Mailed Renewals

The Alabama Board of Funeral Services is not responsible for delays, lost mail, or delivery issues involving FedEx, UPS, USPS, or any other mail carrier.

If you choose to submit your renewal by mail or delivery service, it is your responsibility to ensure that the complete renewal is received by the Board on or before October 1.

A postmark, shipping date, or expected delivery date does not replace the requirement that your renewal be received by the Board by the deadline.

If your renewal is not received on or before October 1, your license will expire. NO EXCEPTIONS.

Credit Card and Portal Invoice Payments

If you wish to pay by credit card over the phone or through an invoice uploaded to the portal, all renewal requirements for the applicable license or certificate must be satisfied before payment can be accepted or processed.
This includes all required supporting documentation for:

- Apprentice Certificates
- Establishment Licenses
- Permanent Licenses

Submitting or attempting to make payment does not constitute a completed renewal. All required forms, supporting documentation, continuing education requirements, and other applicable renewal requirements must be received and satisfied before the renewal can be completed.

FUNERAL DIVISION CONTINUED...

POCKET CARDS

All pocketcards will be mailed out by October 1, 2026. Please note we are not responsible for the mail. If you have not received your pocket card by October 15th please contact the Board after this date has passed.

PRINTED CERTIFICATES

Once your renewal is approved, all licensees, Apprentices, Certificates of Authority, Funeral Establishments, and Branches should log onto their portal to print our the certificate. These should be posted at the funeral home that you are working for.

NEW 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.**

BACKGROUD CHECKS

Effective October 1, 2026, the background check fee will be $40.00.
All applications requiring a background check must include the exact $40.00 fee.
If the correct amount is not submitted with your application, your application packet will be returned and cannot be processed.

PLEASE NOTE
Do not submit the previous fee of $38.25. Beginning October 1, a payment of $38.25 will not be accepted, and the background check cannot be processed because the required fee has changed.

NEW BACKGROUND CHECK FEE: $40.00
EFFECTIVE: OCTOBER 1, 2026

Please verify your payment amount before submitting your application to avoid unnecessary processing delays.

NEW LICENSE APPLICATIONS ONLY

FUNERAL DIVISION CONTINUED...

2026 EXAMINATION SCHEDULE

PRPARE • ACHIEVE • SERVE

DEADLINE TO QUALIFY	EXAM DATE
January 5, 2026	January 26, 2026
February 2, 2026	February 23, 2026
March 2, 2026	March 30, 2026
April 6, 2026	April 28, 2026
May 4, 2026	May 26, 2026
June 2, 2026	June 29, 2026
July 6, 2026	July 27, 2026
August 3, 2026	August 31, 2026
September 7, 2026	September 28, 2026
October 5, 2026	October 26, 2026
November 2, 2026	November 30, 2026
December 7, 2026	December 28, 2026

IMPORTANT REMINDER

All applications and required documentation must be received by the Board office **on or before the deadline** to qualify for the corresponding exam date.

FY 2026 APRIL - JULY EXAM STATISTICS

Investing in a Professional Future

KNOWLEDGE | INTEGRITY | A STRONGER TOMORROW

EDUCATE EXAMINE ELEVATE

ALABAMA FUNERAL DIRECTOR EXAM

Exams Given	Exams Passed	Exam Failed	Average Score
22	16	6	75.67%

ALABAMA LAW EXAM CREMATIONIST

Exams Given	Exams Passed	Exam Failed	Average Score
9	8	1	86%

ALABAMA EMBALMER EXAM

Exams Given	Exams Passed	Exam Failed	Average Score
4	4	0	78.8%

ALABAMA LAW EXAM FD/EM

Exams Given	Exams Passed	Exam Failed	Average Score
31	26	5	77.13%

EXAM TIMES

ALABAMA FUNERAL DIRECTOR EXAM	LAWS, RULES & REGULATIONS (LRR) EXAM	ALABAMA EMBALMER EXAM
8:30 a.m.	12:00 p.m.	2:00 p.m.

IMPORTANT INFORMATION

Check-In
Applicants must check in at least 15 minutes before their scheduled exam time.

Late Arrival
Candidates who do not check in at least 15 minutes early forfeit their exam slot.

Passing Score
The passing score for all exams is 75%.

Exam Format
Funeral Director and Embalmer exams contain 125 items and allow 150 minutes each. The LRR exam is allotted 60 minutes.

ESTABLISHMENT NAME CHANGES

1. K.L. BROWN MEMORY CHAPEL TO K.L. BROWN FUNERAL HOME AND CREMATORY (JACKSONVILLE)

2. K.L. BROWN FUNERAL HOME AND CREMATORY TO K.L. BROWN FUNERAL HOME AND CREMATORY (ANNISTON)

ESTABLISHMENT CLOSURES

1. LAWRENCE FUNERAL HOME AT PINEVIEW (VALLEY GRANDE)

2. SERENITY CHAPEL FUNERAL HOME (OZARK)

2. BOTTOMS GARDEN CHAPEL FUNERAL HOME LLC (GENEVA)

FUNERAL DIRECTOR

Aisha Dionne Drake
Carlton Wayne Malone
Justin N. Vickerstaff
Lela B. Brown
Abriam L. Brown
Ke'Darius K. Chism
Almatriga Vladzett Essex
Camdon J. Otts
Estrella V. Bastida
Melissa Lynn Mathias
Miguel A. Faulkner
Orlyn Craye Hall, Jr.
Paul Alan Lett
R. Jamal Ali
Steven Dewayne Ingram
Terry Ray Davis
Isabelle Joy Morris
Walter Ernest Taylor
Willie G. Bowman
Isaiah Sumbry
Yanesha J. Mitchell
Jayselynn G. Hawk
Johnna K. Johnson
Urielle M. Fortunes

EMBALMER

Almatriga Vladzett Essex
Camdon J. Otts
Estrella V. Bastida
Melissa Lynn Mathias
Miguel A. Faulkner
Steven Dewayne Ingram
Isabelle Joy Morris
Willie G. Bowman
Jayselynn G. Hawk
Johnna K. Johnson
Urielle M. Fortunes

CREMATIONIST

Frank J. Poston
Justin Kieth Smith
Abriam L. Brown
Marcus Wood
Matthew R. Arrington
Megan Allysa Spraggins
Tracy Marie Snow
J. Stanley Clemons
Jacob Adam Williams
James Boyd
Jeffrey Scott Jordan

ESTABLISHMENTS NEW, CHANGE OF OWNERSHIPS, CREMATORY REGISTRATIONS

1. AZALEA MORTUARY LLC (C/O)

2. CHAMBLESS MEMORIAL CHAPEL DBA MARION COUNTY FUNERAL HOME (C/O) TO WMTY, inc. DBA MARION COUNTY FUNERAL HOME (HAMILTON)

3. S&K MORTUARY LLC (CREMATORY REGISTRATION) (DOTHAN)

4. TRISTATE MORTUARY (CREMATORY REGISTRATION) (MOBILE)

5. JOHNSON MEMORIAL FUNERAL HOME (NEW) (UNION SPRINGS)

6. FAITH MEMORIAL (C/O) TO GORDIOCU BUSINESS, INC DBA FAITH MEMORIAL CHAPEL (NEW) (BESSEMER)

7. NEWMAN MORTUARY(GENEVA)

PRENEED DIVISION AND UPDATES

PRENEED MINI EXAMS

The Board is currently performing preneed miniature examinations ("mini exams").Make sure your business entity is prepared for the mini exam by adhering to the following tips and guidelines:

A mini exam is a scaled down version of a preneed examination that aims to examine the day-to-day activities of certificate holders selling preneed contracts.

Mini exams are conducted on ALL active certificate of authority license holders ("COA holders"), ALL active branch registrant license holders ("branch holders"), ALL inactive COA holders and branch holders

Inactive means you once held a preneed license, but you no longer actively sell preneed, though you still have outstanding preneed contracts that have not been fulfilled

This includes cemeteries that are active COA holders or active branch holders, and inactive COA holders and branch holders.

THE FOLLOWING DOCUMENTS/FILES ARE SUBJECT TO EXAMINATION DURING A MINI EXAM:

- All preneed files
- All at-need files
- All endowment care files
- The preneed contract sales log
- Copies of the reports of preneed activity submitted to the Board and to the Department of Insurance
- Approved copies of preneed contract forms that were approved prior to use
- Trust agreements in place at any time the COA or branch license has been issued
- All trust deposit transmittals and/or withdrawal claims
- All bank accounts that hold preneed funds
- All trust statements and/or insurance policy detail reports
- All copies of Letters of Credit or Surety Bonds
- All reports of endowment care cemetery activity
- The cemetery property sales log
- All endowment care trust reports
- The preneed licenses (COA, branch, and PSA are required to be on public display)
- Copies of any receipts
- Verification of death of preneed beneficiaries

·Mini exams will be conducted at the same time of the funeral establishment inspection, meaning they will be conducted at least once a year, and will be unannounced. It is important to keep your preneed documents compliant and ready for examination at any time during the year.

·Mini exam fees are $335.00 per day. If the documentation is not available at the time of the examination, your mini exam may last longer than a day. Be mindful that the exam will last as long as necessary to examine the preneed files.

·If a COA holder or branch holder is found non-compliant during a mini exam, citations may be issued to the license holder in addition to the exam fee, or, if necessary, the exam is escalated to a full-scale examination.

PRENEED DIVISION AND UPDATES

FINANCIAL STATEMENT WAIVERS

Financial Statement
A formal written record that summarizes the financial activities, position, and overall health of a business, consisting of a balance sheet, income statement, statement of cashflows, and statement of shareholders' equity.

Report of Preneed Activity
A form created and distributed by the Alabama Board of funeral services that preneed license holders use to demonstrate the preneed activity conducted by the preneed license during the previous calendar year, that is accompanied by each trustee's year end statement and/or each insurance company's policy detail report.

A financial statement is not the same as a report of preneed activity.

·Financial statements are required to be submitted each year during the LICENSE RENEWAL period (July 1st through September 1st of each year).

·Reports of preneed activity are submitted each year between January 1st through April 1st. Failure to report in the allotted time frame results in a $50.00 per day late fee.

If a COA holder funds all of their outstanding preneed contracts at 100% with trust or insurance, they may qualify for a financial statement waiver. A financial statement waiver will allow the COA holder to RENEW THE LICENSE without submitting a financial statement.

If your license qualifies for a financial statement waiver, follow the following steps to potentially receive a financial statement waiver:

·submit an APPLICATION FOR FINANCIAL STATEMENT WAIVER to the Board between January 1st through April 1st of each year.

The application can be found on our website under Preneed Forms and must be submitted every year in order to receive a waiver.

The application explains the required documentation to be submitted with the application.

The Board will review applications and, if approved, will send a financial statement waiver approval letter.

This letter will be used during the renewal period (July 1st through September 1st of each year) to renew the preneed licenses.

Only COA holders should apply for the waiver.

MARK YOUR CALENDAR!

STAY INFORMED • STAY PREPARED

Preneed Renewal Dates

July 1st- September 1st without a late penalty
September 2nd- October 1st Late Penalty of $100.00 on each late license
October 2nd License Expired, Cease and Desist all operations

Preneed Annual Reporting

April 1st- Annual Report Due for Janaury 1ST through December 1ST of the previous year

Financial Statement Waiver Request

January 1st - April 1st each year
Waivers are only granted once and must be applied for each year, if you wish to continue having a waiver. A financial statement is required to be submitted with the renewal application if no waiver is granted beginning July 1st - September 1st .

ENDOWMENT CARE CEMETERY

Morrison Engraving Monument Company, LLC

TRANSFER OF OWNERSHIP

WMTY, Inc DBA Marion County Funeral Home (HAMILTON)

SURRENDER

Peaceful Acres Memorial Gardens (OPP)

St. Clair Memorial Gardens (PELL CITY)

PRENEED SALES AGENT

Terrence Windham
Stephanie Irvin
William Taylor
Erek Yarbrough
Emily Veal
Michael Hayden
John Frederick
Jessica Antley
Olivia Reynolds
Monica Crist
Meagan Faulkner
Christal Whitfield
Caitlin Patterson
Daniel Billings
Emily Simpson
Savannah Simmons
Kade Stephenson
Justin Fischer
Cammie Stone
Hannah Fieger
Dustyn Sheffield
Laina Nugent
Melissa Butler
Porshia Davis
Veronica Kemp
William Henehan
Jonathan Anderson
Shakira Blassingame
J. Clemons
Joshua Horton
Pamela Partridge
Lorraine Robertson
Jason Pelton
Brayden Gaines
Jalisa Nunn
Jacquelyn Boudoin
Cynthia Gunn
William Miller
Elisia Rodriguez
Stephen Schaffer
Billy Durkee
Christie Obata
Marcella Salgado
Larry Mabien
Norma Jones
Billy Durkee
Jacob Williams
John Laseter
Shakira TrueLove
Cynthia Estevez
Julie McIntosh
Alicia Souza
Raushana Franklin
Betty Sullivan
Dexter King
Linda Jones-Williams
Erika Clark
Jamel Griggs
Geoffrey Mark Stough
Candace Davis
Roger Furguson

BOARD STATISTICS AS OF AUGUST 11, 2026

License Type	Active Licenses	Applications Received FY26 YTD	Licenses Issued FY26 YTD
Apprentice Director	256	72	70
Apprentice Embalmer	155	50	47
Funeral Director	1,630	71	77
Embalmer	953	38	38
Cremationist	394	40	35
Practical Embalmer	-	0	0
SP WP Funeral Director	1	1	1
SP WP Embalmer	1	1	1
SP WP Cremationist	0	0	0
Mortuary Services	5	0	0
Establishments	464	8	6
CE Provider	39	0	0
Preneed Sales Agent	765	146	157
COA	225	7	9
Branches	113	2	1
Endowment Care	203	1	1

ADDITIONAL LICENSE COUNTS

Inactive COA	44
Inactive Branch	12

Total Active License Count

5,260

CREMATORIES

Total Crematories	76
Applications Received FY26 YTD	6
Licenses Issued FY26 YTD	6

INSPECTIONS FY26 YTD

Completed	181
Compliant	117
Non-Compliant	64
Need Reinspection	3
Board Notice	3
Inspection Citation	14
Special Inspection	6
Re-Insp Completed	1

PRENEED MINI EXAM

Prelim Complete	Exam Complete	Complaint	Non-Compliant	Non-Compliant (Notes)
346	132	68	64	1 (pending full exam)

For more information log on to our website for all the latest news and updates.

FSB.ALABAMA.GOV

Contact Us

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ALABAMA BOARD OF FUNERAL SERVICES
TENNESSEE
MISSISSIPPI
GEORGIA
FLORIDA
Gulf of Mexico
FUNERAL • PRENEED