



State of Alaska
 Department of Commerce, Community, and Economic Development
 Division of Corporations, Business and Professional Licensing
 P.O. Box 110806, Juneau, Alaska 99811-0806
 Telephone: (907) 465-2691
 E-mail: license@alaska.gov

BIENNIAL FUNERAL ESTABLISHMENT PERMIT RENEWAL
 January 1, 2009 – December 31, 2010

Biennial Renewal Fee - \$160.00

Return this renewal form as soon as possible, for renewal processing before December 31, 2008.

IT IS TIME TO RENEW YOUR FUNERAL ESTABLISHMENT PERMIT

Your Funeral Establishment permit in the State of Alaska expires on December 31, 2008. It is illegal for you to practice if your permit has expired. There is no grace period. To renew your permit for the period January 1, 2009, through December 31, 2010, return this **signed** application to the above address with a check or money order payable to the State of Alaska. This is the only renewal notice you will receive. An incomplete application or insufficient fee will result in your renewal being rejected.

CHANGE OF ENTITY	Licenses are not transferable. Change of entity, such as sole proprietorship to partnership or corporation, requires a new license application.
EXPIRED LICENSES	There is no "inactive" license status. Licenses which have expired more than five years cannot be renewed.
PUBLIC INFORMATION	Please be aware that all information on this renewal form will be available to the public unless required to be kept confidential by state or federal law.
BUSINESS LICENSES	Renewal applications for business licenses will be mailed separately. For more information about business licenses, call (907) 465-2550.
STATUS CHECK	Information about current licensees, including mailing addresses, is available from the Division's website at www.commerce.state.ak.us/occ under "Professional License Search."

CHECK APPROPRIATE LICENSE STATUS BOX To determine your applicable renewal fee, refer to your license number on the mailing label of this form.

FUNERAL ESTABLISHMENT

Funeral Establishment License Number 1 through 359

Renewal fee \$160.00

Funeral Establishment License Number 360 and above

Renewal fee \$80.00

Type of Business: Sole Proprietor Partnership Corporation Federal EIN #: _____

Business Name: _____

Corrected Mailing Address (complete only if your address is different than the address label shown above):

_____ Street or P.O. Box City State ZIP Code

Physical Address: _____ Street City State ZIP Code

Daytime Telephone #: _____ License #: _____

Name of Owner(s)	Social Security #	Date of Birth
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

A funeral establishment permit is valid for only one specific location. Does each establishment owned by you have a separate funeral establishment permit? Yes No

PROFESSIONAL FITNESS - The following questions must be answered. "Yes" answers may not automatically result in license denial.

YES NO

Since the date of your last application for an Alaska funeral establishment permit, has the establishment, or any owner, partner, or corporate officer of the establishment:

1. had a license denied, revoked, suspended, surrendered, placed on probation, or been the subject of any restriction, censure, reprimand, or other disciplinary action in any jurisdiction?
2. been convicted of any criminal offense other than a minor traffic violation?

If you answered "Yes" to any of the above questions, please explain dates and circumstances on a separate piece of paper, and send copies of any supporting documents that are applicable (court records, etc.).

EMPLOYEES

Names of employees. Include license numbers where applicable. If space is not sufficient, attach a separate sheet.

Name of Employee	License Number (if applicable)	Employed As
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

The establishment named above is under the active management of _____,

Funeral Director License Number _____, at _____ Physical Location _____.

CERTIFICATION PER AS 08.42.100

Read the statement below and check one:

I verify that I have read AS 08.42.090 and 08.42.100 attached to this renewal form and I verify in accordance with AS 08.42.100 that persons involved in operating this funeral establishment, or with that person's knowledge or consent, have not violated a provision of AS 08.42.090.

- 1. Yes, the statement above is true and correct.
- 2. No, the statement is not correct. I have attached an explanation to this application.

WARNING: The Department may deny, suspend, or revoke the license of a person who has obtained or attempted to obtain a Funeral Establishment permit by fraud or deceit. The person may also be subject to criminal charges for unsworn falsification. (AS 11.56.210).

I certify that the information in this application is true and correct.

SIGN HERE



Applicant's Signature

Date

NOTIFICATION OF PROPOSED REGULATIONS CHANGES

If you would like to receive notice of all proposed Mortuary Science regulation changes, please send a written request adding your name to the Mortuary Science Interested Parties List to:

REGULATIONS SPECIALIST
Department of Commerce, Community, and Economic Development
Division of Corporations, Business and Professional Licensing
P.O. Box 110806, Juneau, Alaska 99811-0806

Sec. 08.42.090. Grounds for refusal to issue or renew licenses and suspension or revocation of licenses. When the department has reason to believe that an applicant or licensee has been guilty of any of the following acts or omissions, it may conduct an investigation, and the department may, after proper hearing and notice in accordance with AS 44.62 (Administrative Procedure Act), refuse to issue, refuse to renew, or may suspend or revoke, a license upon a finding by the department of any of the following acts or omissions:

- (1) fraud or misrepresentation in obtaining a license;
- (2) misrepresentation or fraud in the practice of mortuary science;
- (3) false or misleading advertising;
- (4) aiding or abetting an unlicensed person to practice mortuary science;
- (5) using a casket or part of a casket which has previously been used as a receptacle for the burial or other final disposition of another dead human body;
- (6) refusing to promptly surrender the custody of a dead human body upon the order of the person lawfully entitled to custody;
- (7) solicitation of a dead human body by the licensee, the licensee's agents, servants or employees, if solicitation occurs after death, or while death is impending but this does not prohibit advertising or sales made on a pre-need basis;
- (8) employment by a licensee of any person for the purpose of calling upon individuals or institutions to influence them to turn over a dead human body to a particular licensee immediately before an impending death or after death;
- (9) the direct or indirect payment or offer of payment for the purpose of obtaining a dead body by the licensee, the licensee's agents, servants or employees immediately before an impending death or after death;
- (10) immediately before impending death or after death, solicitation or acceptance by a licensee of any payment for recommending or causing a dead human body to be disposed of in a specific crematory, mausoleum or cemetery; however, this section does not prevent the recommendation or solicitation for sales of space or merchandise in a specific crematory, mausoleum or cemetery, if the licensee has an ownership interest in the specific crematory, mausoleum or cemetery and the ownership interest is disclosed at the time of the solicitation, recommendation or sale;
- (11) violation of a state law or regulation or municipal ordinance or regulation or federal law or regulation affecting the disposition of a dead human body, or contracts relating to the disposition of a dead human body;
- (12) violation of any of the provisions of this chapter;
- (13) conviction of a felony involving moral turpitude.

Sec. 08.42.100. Funeral establishment permit. After January 1, 1977, a person may not conduct, maintain, manage, or operate a funeral establishment unless a permit for each establishment has been issued by the department and is conspicuously displayed in the funeral establishment. Each permit is valid only for one specific location, and each firm operating from the same funeral establishment shall obtain a separate permit. The department shall issue a permit to operate a funeral establishment upon application for the permit on a form provided by the department. All permits expire at the time established under AS 08.01.100 and may be renewed for successive terms. Violation of a provision of AS 08.42.090 by a person operating a funeral establishment or, with that person's knowledge or consent, by an employee is considered sufficient cause for suspension or revocation of the funeral establishment permit.



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OFFICE USE ONLY

CREDIT CARD PAYMENT

For security purposes, please **do not email** credit card information. Fax or mail this form to the Division. Completion of this form is not proof of payment until the division processes the information contained herein. If any information on this form is illegible, the form will be rejected. Please print.

Name of Applicant or Licensee: _____
Corporate or Individual (first, middle, last)

License Number (if applicable): _____

Type of License: _____

I wish to make payment by credit card for the following:
(check all that apply)

- | | Amount |
|---------------------------------------------------|--------|
| <input type="checkbox"/> Application fee | _____ |
| <input type="checkbox"/> License (or renewal) fee | _____ |
| <input type="checkbox"/> Fine | _____ |
| <input type="checkbox"/> Other (specify): _____ | _____ |

Total: _____

Print Name on Credit Card: _____

Complete Mailing Address: _____

Telephone Number: _____

Signature of Credit Card Holder: _____

Credit Card Type (check one): VISA MASTERCARD

Card Number: _____

Please provide the 3-digit security code number from the back of the card: _____

Expiration Date: _____