

ALABAMA BOARD OF FUNERAL SERVICE  
ADMINISTRATIVE CODE

CHAPTER 395-X-2  
LICENSE

395-X-2-.02 Renewal Of License.

(1) All licenses or certifications expire every two years on October 1, with the exception of apprentice certifications which expire every year on October 1.

(2) Each license or certification must be renewed on or before September 1 of the year in which it expires, or it shall be considered past due. A past due license or certification may only be renewed by paying all license renewal fees and past due penalties by October 1.

(3) The Board shall provide notice by electronic format to each apprentice, funeral director, embalmer, and establishment at least ninety (90) days prior to the expiration date of said license that his or her renewal fee is due. Each license contains the expiration date and, therefore, failure to receive a renewal notice does not exempt a licensee from the renewal requirements.

(4) A license or certification not renewed by October 1 of its expiration year is expired. Reactivation of an expired license or certification is at the discretion of, and subject to the approval of, the Board. To seek reactivation of an expired license or certification, a reactivation applicant must satisfactorily complete each of the following:

(a) Submit an application for reactivation on a form prescribed by the Board.

(b) Submit payment of all outstanding fees and penalties.

(c) Complete a background check in accordance with Title 34, Chapter 13 of the Code of Ala. 1975.

(d) Complete the Laws, Rules, and Regulation Exam with a passing score, if no score is on file.

(e) Submit proof of completion of eight (8) hours of continuing education (in accordance with 395-X-2-.07) for the two-year licensing period immediately preceding the application for reactivation.

(5) Commencing on October 1, 2023, all funeral establishments and mortuary services must include proof of continuing coverage of general liability insurance in the amount of at least one-million

dollars (\$1,000,000) when seeking renewal of any funeral establishment license. Coverage must be maintained for the duration of the licensing period.

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**Statutory Authority:** Code of Ala. 1975, §§34-13-26, 34-16-53, 34-13-55, 34-13-113, 34-13-131.

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