CLEAR

State of Nevada

FUNERAL AND CEMETERY SERVICES BOARD

501 Hammill Lane, Reno, Nevada, 89511
Phone (775) 825-5535 * Email nvfuneralboard@fb.nv.gov

Crematory License Renewal Application

Information and Instructions

Any individual or entity wishing to renew a Crematory License in the State of Nevada must complete this renewal application form and submit to the Board with required documents and fees by January 1st. Mail your completed application to the Board at the above address.

Required Documents

- ☐ Completed Application: Applications are required to be completed in full. Incomplete applications will not be processed.
- ☐ Criminal History Form: This document must be completed if there have been any criminal events by any person subject to disclosure requirements to report since the last license was issued. Form may be found on the Board website or mailed upon request.
- ☐ Fee: A non-refundable check or money order made payable to the "Nevada Funeral and Cemetery Services Board" in the amount of $200 must be submitted with renewal application. A non-refundable credit card payment is also available for submission to the Funeral Board.

Please note that renewal applications received after February 1st will be assessed an additional $275 late fee for a total renewal amount of $475 and in no case shall the late renewal fee be waived.

Current Location Details

Name under which the location currently conducts business:		License #:
Physical address:		
City:	State:	Zip Code:
Phone Number	Fax Number	E-mail Address:

Applicant Preferred Mailing Address

Enter the preferred mailing address of the applicant that the Board should use for routine correspondence.

Street or P.O. Box:		
City:	State:	Zip Code:

Nevada Business License Information – Please check ONE appropriate answer. **An Answer is mandatory.**

- ☐ Applicant does NOT have a Nevada business license number and IS NOT required to have one under the provisions of NRS Chapter 76.
- ☐ Applicant does NOT have a Nevada Business License number and IS required to have one under the provisions of NRS Chapter 76.
- ☐ Applicant has a Nevada business license number assigned by the Secretary of State upon compliance with the provisions of NRS Chapter 76.

Legal Information

For the purposes of this next section, the phrase "person subject to disclosure requirements" should be understood to refer to and include the following persons:

1. *If the applicant is a natural person, only the natural person making the application.*
2. *If the applicant is a corporation, all officers and directors of the corporation.*
3. *If the applicant is a limited liability company, all managers and members of the limited liability company.*
4. *If the applicant is a partnership, all partners.*

Legal Information	
Since the date the last license was issued, has any person subject to disclosure requirements had any legal action taken against any professional license held for any reason?	☐ Yes ☐ No
Are there any pending legal actions, complaints, investigations or hearings concerning applicant in process?	☐ Yes ☐ No
Since the date the last license was issued, has any person subject to disclosure requirements had a professional license, certification or registration denied, restricted, suspended, or revoked?	☐ Yes ☐ No
Since the date the last license was issued, has any person subject to disclosure requirements voluntarily relinquished or surrendered any license, permit or certificate while under investigation, or after initiation of a disciplinary proceeding?	☐ Yes ☐ No
Since the date the last license was issued, has any person subject to disclosure requirements been convicted of, or pled guilty or nolo contendere to, a violation of ANY federal or state statute, city or county ordinance, or any law of a foreign country? (Excluding minor traffic violations.) If "yes" is checked, a "Criminal History Form" must be completed by each person for whom this answer applies. Form may be found on the Board website or mailed upon request.	☐ Yes ☐ No

Declaration of Applicant

I hereby declare under penalty of perjury, that I have the authority to complete this application and all of the information supplied herein is to the best of my knowledge true, accurate and complete and I have not withheld, misrepresented, or falsely stated any information relevant to this application.

Signature of Applicant _____ Date _____

Print Name _____ Title _____

Credit Card Payment Information

Payment Method

☐ VISA ☐ MasterCard ☐ AMERICAN EXPRESS ☐ DISCOVER NETWORK

Name on Credit Card:	
Credit Card Number:	
Expiration Month/Year	

Billing Address

Street Address:	
City, State & Zip:	

Authorization

Signature: _____

By providing my signature, I authorize payment in the amount of $200 to the Nevada Funeral and Cemetery Services Board for the above application.

For Board Use Only:

Date Received: _____ Amount Paid: _____ Check Number: _____

CC Auth Number: _____

Date License Issued: _____ License Number: _____