

**RULES
OF
TENNESSEE BOARD OF FUNERAL
DIRECTORS AND EMBALMERS**

**CHAPTER 0660-03
FEES**

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0660-03-.01 STUDENT AND APPRENTICE REGISTRATION.

- (1) Student. The non-refundable fee for registration as a student shall be fifty dollars (\$50.00). Any student dually enrolled in a funeral directing and embalming program shall only be required to pay one (1) registration fee in the amount of fifty dollars (\$50.00).
- (2) Apprentice funeral director. The non-refundable fee for registration as an apprentice funeral director shall be fifty dollars (\$50.00).
- (3) Apprentice embalmer. The non-refundable fee for registration as an apprentice embalmer shall be fifty dollars (\$50.00).

Authority: T.C.A. §§ 62-5-203, 62-5-204, 62-5-207, 62-5-305, 62-5-305(b), 62-5-307, and 62-5-307(d).
Administrative History: Original rule was certified May 24, 1974. Amendment filed June 14, 1977; effective July 14, 1977. Repeal and new rule filed June 13, 1980; effective September 29, 1980. Amendment filed December 12, 1985; effective January 11, 1986. Amendment filed August 31, 1989; effective October 15, 1989. Amendment filed April 4, 2002; effective June 18, 2002. Amendments filed December 12, 2018; effective March 12, 2019.

0660-03-.02 APPLICANTS FOR LICENSES.

- (1) Funeral Director. An application for a funeral director's license shall be accompanied by a non-refundable application fee of two hundred dollars (\$200.00).
- (2) Embalmer. An application for an embalmer's license shall be accompanied by a non-refundable application fee of two hundred dollars (\$200.00).
- (3) Funeral Establishment. An application for a funeral establishment license shall be accompanied by a non-refundable application/initial license fee of five hundred seventy-five dollars (\$575.00).

Authority: T.C.A. §§ 62-5-203, 62-5-204, 62-5-207, 62-5-304, 62-5-304(a), 62-5-305(a), 62-5-306(c), 62-5-307(a), 62-5-308(c), and 62-5-311. **Administrative History:** Original rule filed June 13, 1980; effective September 29, 1980. Amendment filed December 12, 1985; effective January 11, 1986. Amendment filed August 31, 1989; effective October 15, 1989. Amendment filed April 4, 2002; effective June 18, 2002.

0660-03-.03 LICENSES.

- (1) Funeral Director. The fee for a funeral director's license shall be two hundred thirty-five dollars (\$235.00).

(Rule 0660-03-.03, continued)

- (2) Embalmer. The fee for an embalmer's license shall be two hundred thirty-five dollars (\$235.00).

Authority: T.C.A. §§ 62-5-203, 62-5-204, 62-5-207, 62-5-306(c), and 62-5-308(c). **Administrative History:** Original rule filed June 13, 1980; effective September 29, 1980. Amendment filed December 12, 1985; effective January 11, 1986. Amendment filed August 31, 1989; effective October 15, 1989. Amendment filed April 4, 2002; effective June 18, 2002. Amendments filed December 12, 2018; effective March 12, 2019.

0660-03-.04 RENEWALS.

- (1) Funeral Director. The fee for biennial renewal of a funeral director's license shall be two hundred and thirty-five dollars (\$235.00). The penalty fee for late renewal shall be two hundred dollars (\$200.00).
- (2) Embalmer. The fee for biennial renewal of an embalmer's license shall be two hundred and thirty-five dollars (\$235.00). The penalty fee for late renewal shall be two hundred dollars (\$200.00).
- (3) Funeral Establishment. The fee for biennial renewal of a funeral establishment license shall be five hundred seventy five dollars (\$575.00). The penalty fee for late renewal shall be two hundred dollars (\$200.00).

Authority: T.C.A. §§ 62-5-203, 62-5-207, 62-5-315, and 62-5-316(b). **Administrative History:** Original rule filed August 31, 1989; effective October 15, 1989. Amendment filed April 4, 2002; effective June 18, 2002. Amendment filed June 2, 2014; effective August 31, 2014.

0660-03-.05 RECIPROCAL LICENSES.

- (1) An application for a reciprocal funeral director's or embalmer's license shall be accompanied by a non-refundable fee of four hundred thirty-five dollars (\$435.00).

Authority: T.C.A. §§ 62-5-203 and 62-5-311. **Administrative History:** Original rule filed August 31, 1989; effective October 15, 1989. Amendment filed June 2, 2014; effective August 31, 2014.

0660-03-.06 LICENSE CERTIFICATES.

- (1) The fee for a duplicate computer generated license certificate shall be thirty dollars (\$30.00).
- (2) The fee for an initial/duplicate wall license certificate shall be sixty dollars (\$60.00).

Authority: T.C.A. §§ 62-5-203 and 62-5-315(d). **Administrative History:** Original rule filed August 31, 1989; effective October 15, 1989. Amendment filed December 7, 2009; effective March 7, 2010.

0660-03-.07 REINSPECTIONS.

- (1) The fee for any reinspection shall be two hundred dollars (\$200.00).
- (2) Any reinspection fee shall be paid to and received by the Board by the date specified in a written invoice sent by the Director.

Authority: T.C.A. §§ 62-5-203, 62-5-207, and 62-5-304. **Administrative History:** Original rule filed April 4, 2002; effective June 18, 2002. Amendment filed December 7, 2009; effective March 7, 2010.

0660-03-.08 CHANGE OF OWNERSHIP.

Any person acquiring ownership of an existing licensed funeral establishment shall remit the same fee and application as required for a funeral establishment by Rule 0660-03-.02(3), payable upon submission of the written notice required by Rule 0660-01-.03.

Authority: T.C.A. §§ 62-5-203, 62-5-207, and 62-5-315(c). **Administrative History:** Original rule filed April 4, 2002; effective June 18, 2002. Amendment filed December 7, 2009; effective March 7, 2010.

0660-03-.09 CHANGE OF LOCATION.

The fee for changing the location or place of business of any licensed establishment shall be five hundred seventy-five dollars (\$575.00), payable upon submission of the written notification required by Rule 0660-01-.03 of the Rules of the Board of Funeral Directors and Embalmers.

Authority: T.C.A. §§ 62-5-203, 62-5-207, 62-5-304, and 62-5-315(c). **Administrative History:** Original rule filed April 4, 2002; effective June 18, 2002. Amendment filed December 7, 2009; effective March 7, 2010.

0660-03-.10 DATABASE UPDATE.

The fee for changing any entry in the Board's computer database with regard to information required to be reported or submitted to the Board shall be sixty dollars (\$60.00) per request, provided however that no fee shall be charged for updating the database with regard to the mailing address or legal name of an individual licensee.

Authority: T.C.A. §§ 62-5-203 and 62-5-207. **Administrative History:** Original rule filed April 4, 2002; effective June 18, 2002. Amendment filed December 7, 2009; effective March 7, 2010.

0660-03-.11 REMOVAL SERVICE FEES.

- (1) An application for registration as a removal service shall be submitted on a form prescribed by the Board and shall be accompanied by proof of liability insurance in the amount of one million dollars (\$1,000,000.00) and a nonrefundable fee in the amount of three hundred fifty dollars (\$350.00).
- (2) The Board may renew a certificate of registration provided that an application for renewal, accompanied by proof of liability insurance in the amount of one million dollars (\$1,000,000.00) and a nonrefundable fee in the amount of two hundred fifty dollars (\$250.00), is received by the Board no later than the date of expiration.

Authority: T.C.A. §§ 62-5-203 and 62-5-318. **Administrative History:** Emergency rule filed January 3, 2014; effective through July 2, 2014. Emergency rule expired effective July 3, 2014; rule reverted to reserved status. Original rule filed December 3, 2014; effective March 3, 2015.

0660-03-.12 DOCUMENT REVIEW.

The submission fee for any cremation authorization form not furnished by the Board shall be one hundred dollars (\$100.00). Such forms submitted for review shall include two versions: a final version of the document and a version which shall include footnotes or endnotes that identify those provisions that are required by law and cite the applicable statute and/or rule. An additional one hundred dollar (\$100.00) fee shall be assessed for each resubmission of the form due to non-conformance with the applicable laws and rules.

Authority: T.C.A. §§ 62-5-107, 62-5-203, and 62-5-207. **Administrative History:** Original rule filed December 12, 2018; effective March 12, 2019.