

# Louisiana State Board of Embalmers and Funeral Directors

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Metairie, LA 70002

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**ONLINE RENEWAL IS AVAILABLE at: [www.lsbefd.state.la.us](http://www.lsbefd.state.la.us)**

**LICENSE RENEWAL APPLICATION - FEE: \$80.00** (if paying by credit/debit card or online a processing fee will apply)

**PLEASE RETURN COMPLETED APPLICATION WITH CORRECT FEE.**

**Please complete the form and return with renewal fee**

NAME: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Home/Cell #: \_\_\_\_\_

License #: \_\_\_\_\_ CEUs on file: \_\_\_\_\_ (4 hour minimum/year required)

DATE of Birth: \_\_\_\_\_ CEUs do NOT apply to Licensees who are 65 years or older at the time of renewal and who have been licensed for a period of not less than 10 consecutive years.

Signature: \_\_\_\_\_

**LICENSES, BY LAW, ARE REQUIRED TO BE RENEWED BY DECEMBER 31st**

Please note any change in information (address, etc.) here: \_\_\_\_\_

## Payment information

Payment Information: ☐ Mastercard ☐ Visa ☐ Discover ☐ Debit ☐ Check

Card #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ SC/CV Code #: \_\_\_\_\_

Name as it appears on card: \_\_\_\_\_

Email address: \_\_\_\_\_

**Handwriting MUST be neat and legible.**

**PAYMENTS - PLEASE READ THOROUGHLY**

We accept; Mastercard, Visa, Discover and checks. **Credit Card/Debit Card information required: Name, Type of card, Card number, Expiration date and Security Code digits.**

**NSF checks, a \$20.00 fee will be charged.**

All transaction requests **MUST** be submitted in writing via email, fax or ground delivery - you will be notified if payment is rejected

**NO PHONE TRANSACTIONS.**

**PLEASE MAKE SURE YOUR HANDWRITING IS NEAT AND LEGIBLE.**

**Renewals are required to be in the office on or before December 31 regardless of payment choice.**

**PLEASE NOTE:** Licenses, by LAW, are required to be RENEWED by December 31, annually.

If you have any questions, concerns or suggestions, please feel free to contact us.

