



**Louisiana State Board of Embalmers
and Funeral Directors
New Orleans, LA**

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MEMO

Dear Continuing Education Sponsor and/or Individual requesting credit:

Please be advised that effective January 1, 2013 the roster supplied by the Board must be utilized as a sign in sheet and must be forwarded to the Board's office **TEN (10)** days following the date of your program.

Additions to the roster which is submitted to the Board for verification of attendance will not be accepted, not even by submission of an affidavit.

The proper request for approval of a program must be received 30 days prior to the scheduled date of the program to be given.

Additionally, we will not accept individual applications which are submitted more than 30 days after completion of programs which did not receive prior approval from this office.

The continuing education requirements can be found in LA R.S. Title 37:854 Chapter 10, part 1.

Should you have any questions, please do not hesitate to contact the Board's office.