



Funeral Establishments

You may refer to the “Fees and Forms” page of the website for Guidelines and Inspection for establishments

IT IS THE RESPONSIBILITY OF THE LICENSEE TO MAINTAIN THE REQUIREMENTS FOR HOLDING A LICENSE ISSUED FROM THIS BOARD.

Does an individual need to be licensed to open or own a funeral establishment?

No. The funeral establishment must be managed on a full time daily basis by a licensee, either a funeral director or an embalmer and funeral director. LA R.S. 37:842 (F).

Do I need to notify the Board regarding a manager change?

Yes. An email notification or a letter can be faxed advising the Board of a new manager of the establishment. LA R.S. 37:842 (F)(1).

Do I need to notify the Board regarding licensed employees as they are hired or no longer working for the establishment?

No. It is not a requirement stated within the regulations.

Is it possible for a branch establishment to have an operational embalming room?

Yes. Please refer to Title 46, Part XXXVII, §1107, specifically §1107 (2)(a)(i) and (ii) for the branch exceptions.

Does a branch funeral establishment have to maintain 6 caskets as required by the regulations?

No. Please refer to Title 46, Part XXXVII, §1107, specifically §1107 (2)(a)(i) and (ii) for the branch exceptions.

Does the funeral establishment need to have an actual “Red Book” for handwritten entries?

The funeral establishment is required to keep records of each funeral or service provided but in lieu of a “Red Book” with handwritten entries, the records may be electronic/computer based. Title 46, Part XXXVII, §1107 (E).

If a branch funeral establishment is closed, can the main funeral establishment continue to keep the phone number that was associated with that branch location?

Yes. Please refer to Title 46, Part XXXVII, §1111 (A).

Do I need to turn in the Preneed report annually if the funeral establishment does not have preneed?

Yes. A report is required whether there is preneed or no preneed and MUST be notarized with the manager’s signature. LA R.S. 37:865 (D).



Crematory Authority

Can a crematory authority service the public directly?

No. A crematory authority can only service a licensed funeral establishment.
LA R.S. 37:877, 37:848 (D)(5).

Are crematory retort operators required to have continuing education?

No continuing educational requirements are necessary at this time.

What training is available to become a licensed crematory retort operator?

Training is available through retort manufacturers or installers. CANA, Matthews, B & L Cremation Systems and Cremation Systems are just a few. Contact the manufacturers for more information.

What is the time period for renewing my crematory retort operator license?

For crematories and crematory retort operators, the renewal period begins on February 15 and ends on May 15 annually. LA R.S. 37:874

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I did not receive my renewal notice and therefore I did not renew before the expiration date, can I still submit my annual renewal fee in order to remain current?

No. The renewal notice is mailed as a courtesy reminder that it is time to renew your license. U.S. Mail gets lost, misplaced or destroyed, we do not have control over the U.S. Postal Service. All licensees are responsible and should know the expiration date for their license. LA R.S. 37:874; Title 46, Part XXXVII, Chapter 7, §701.

Can I reciprocate my retort operator license from another state?

No. There are no provisions within our regulations for reciprocating a retort operator license. An application with the required documents is all that is necessary for a retort operator license in Louisiana. Please refer to the "Forms" on our webpage for the application.