



**STATE OF TENNESSEE
DEPARTMENT OF COMMERCE AND INSURANCE
BOARD OF FUNERAL DIRECTORS AND EMBALMERS**
DAVY CROCKETT TOWER
500 JAMES ROBERTSON PARKWAY
NASHVILLE, TENNESSEE 37243-1144
PHONE (615) 741-5062
FAX (615) 532-1903
<http://funeral.tn.gov>

REMOVAL SERVICE REGISTRATION APPLICATION

INSTRUCTIONS

**DO NOT RETURN THIS INSTRUCTIONS PAGE. KEEP IT FOR YOUR RECORDS.
SUBMIT THE APPLICATION, FEE, AND PROOF OF INSURANCE ONLY TO THE BOARD.**

1. This form must be typed or legibly written in black or blue ink. Each question must be answered completely before registration will be approved. No person or entity shall engage in the removal service business unless the individual or entity is registered with the Board of Funeral Directors and Embalmers.
2. A removal service means any person or entity that engages in arranging, directing, supervising or performing the transportation of deceased human remains for a fee. A removal service does not include a licensed funeral director, a licensed embalmer, or a licensed funeral establishment or person's employees; a federal, state or county government agency involved in the transportation of deceased human remains; or a private, for-profit ambulance service licensed pursuant to the Emergency Medical Services Act of 1983, compiled in title 68, chapter 140, part 3.
3. An application shall be accompanied by a non-refundable fee of three hundred fifty dollars (\$350.00) and proof of liability insurance with a minimum of one million dollars (\$1,000,000.00) in coverage. Upon receipt of a properly completed legally qualifying application, a certificate shall be issued by the Board. All registrations shall expire two (2) years from the date of issuance.
4. An applicant who has been convicted of a violation of Title 62, Chapter 5, Tennessee Code Annotated, or Tennessee Code Annotated § 39-17-312 shall be prohibited from registering as a removal service if the date of the final order of such conviction is within five (5) years of the date of the submission of the registration application. Applicants must be eligible for registration on the date the application is submitted.
5. The registration of a removal service shall be immediately revoked by operation of law upon the conviction of the removal service or any principal officer, director, or person owning more than five percent (5%) of the removal service of any violation of this chapter or § 39-17-312. A copy of the judgment of conviction shall be transmitted to the Board by the law enforcement agency responsible for the conviction.



500 James Robertson Parkway
Nashville, TN 37243
Tel: 615-741-2241
<http://www.tn.gov/commerce/>

FOR OFFICE USE ONLY
LICENSE TYPE _____3104_____
TRANSACTION TYPE _____1010_____
FILE NUMBER _____
ENTITY NUMBER _____
APPLICATION NUMBER _____
AMOUNT PAID _____

REMOVAL SERVICE REGISTRATION APPLICATION

Only applicants with complete applications are eligible for consideration. You may attach additional pages as necessary. Please type or print clearly in ink. Checks should be made payable to the Department of Commerce & Insurance.

Send the completed application to:

**Attn: Board of Funeral Directors and Embalmers
The Department of Commerce & Insurance
500 James Robertson Parkway
Nashville, TN 37243**

Section One: Applicant Identification and eligibility verification

Name of Applicant: _____
Last First Middle

Are you currently licensed? Yes/No _____ If Yes, License Number _____

Social Security Number OR Federal EIN _____

Mailing Address _____

City State Zip Code

Contact Phone Number: _____

Email Address: _____

Eligibility Verification for Entitlements Act Attestation

Part A. Eligibility Verification for Entitlements Act Attestation

I hereby attest under penalty of perjury that I am (select one):

_____ A United States citizen;

_____ A qualified alien as defined in Tenn. Code Ann. § 4-58-102;¹

_____ A foreign national not physically present in the United States. Further, I understand that should I ever become physically present in the United States while I hold this license, registration, certification or other benefit I agree to immediately contact the issuing agency and provide documentation to confirm my status as a qualified alien.

Applicant's Signature

Printed Name

Date

Submitting false information or omitting pertinent or material information in connection with this application or any violation of the Eligibility Verification for Entitlements Act may result in the revocation of any license, registration, certification or other benefit issued to the applicant. A person who willfully makes a false, fictitious or fraudulent statement or representation of United States citizenship may be prosecuted under 18 U.S.C. § 911 and/or the False Claims Act, T.C.A. §§ 4-18-101, et seq.

¹ Qualified alien means "A qualified alien as defined by 8 U.S.C. § 1641(b)" or "An alien or nonimmigrant eligible to receive state or local public benefits under 8 U.S.C. § 1621(a)." Pursuant to those statutes, this includes, but is not necessarily limited to:

- An alien who is lawfully admitted for permanent residence under the Immigration and Nationality Act [8 U.S.C. § 1101 et seq.];
- An alien who is granted asylum under section 208 of the Immigration and Nationality Act [8 U.S.C. § 1158];
- A refugee who is admitted to the United States under section 207 of the Immigration and Nationality Act [8 U.S.C.A. § 1157];
- An alien who is paroled into the United States under section 212(d)(5) of the Immigration and Nationality Act [8 U.S.C. § 1182(d)(5)] for a period of at least 1 year;
- An alien whose deportation is being withheld under section 243(h) of the Immigration and Nationality Act [8 U.S.C. § 1253] (as in effect immediately before the effective date of section 307 of division C of Public Law 104-208) or section 241(b)(3) of the Immigration and Nationality Act [8 U.S.C. § 1231(b)(3)] (as amended by section 305(a) of division C of Public Law 104-208);
- An alien who is granted conditional entry pursuant to section 203(a)(7) of the Immigration and Nationality Act [8 U.S.C. § 1153(a)(7)] as in effect prior to April 1, 1980;
- An alien who is a Cuban and Haitian entrant (as defined in section 501(e) of the Refugee Education Assistance Act of 1980);
- A nonimmigrant under the Immigration and Nationality Act [8 U.S.C. §§ 1101, et seq.];
- An alien who is paroled into the United States under section 212(d)(5) of the Immigration and Nationality Act [8 U.S.C. § 1182 (d)(5)] for less than one year.