

## **Texas Funeral Service Commission Cemetery Application Guidelines**

All applicants when applying for a new cemetery license must comply with Texas Occupations Code Section 651.353, Cemetery Establishment Requirements, and Texas Administrative Code Section 205.1, Cemetery License Requirements and Procedure, by supplying all the required documentation.

Please note the TFSC does not license the following cemeteries:

- A family, fraternal, or community cemetery that is not larger than 10 acres;
- An unincorporated association of plot owners not operated for profit;
- A church, a religious society or denomination, or an entity solely administering the temporalities of a church or religious society or denomination;
- A public cemetery owned by this state, a county, or a municipality; or
- A perpetual care cemetery.

An application for a cemetery license is required for the following situations:

- New Establishment
- Name Change of Existing Establishment
- Ownership Change of Existing Establishment

Read all requirements and instructions carefully. Please attach the following documents with your application:

- Licensing Fee of \$101
- By-Laws
- Compliance Forms
  - General Price List
  - Purchase Agreement

Upon receipt and approval of the items listed above, the establishment will be contacted to schedule a physical site inspection by the TFSC inspectors.

**No license will be issued until all documents are received and processed AND all inspections are completed.**

# Texas Funeral Service Commission Cemetery Application

Name of Cemetery \_\_\_\_\_

Physical Address \_\_\_\_\_

(street)

(city)

(zip)

Mailing address (if different from above) \_\_\_\_\_

County \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Email \_\_\_\_\_

Please provide the name and license number if this application is for an existing cemetery that is changing name or ownership:

\_\_\_\_\_  
\_\_\_\_\_

Is there a cemetery in the service area, county or city that bears a similar name?

No

Yes – Name: \_\_\_\_\_

### **TYPE OF BUSINESS:**

Sole ownership / Name: \_\_\_\_\_

Partnership / Name: \_\_\_\_\_

Corporation / Name: \_\_\_\_\_

List names and addresses of the sole owner, partners, or officers of the corporation (attach additional sheet if necessary).

Name \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

As the owner or officer of the cemetery:

- I hereby consent to reasonable inspection of this cemetery and its records for compliance with the Mortuary Laws of the State of Texas at such times as may be designated by the Texas Funeral Service Commission.
- I will notify the Commission in writing if and when information provided by this application changes.
- I affirm that the statements and information contained in this application are true and correct.

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Signature

Title

Before me, the undersigned, a notary public in and for the State of Texas, on this day personally appeared \_\_\_\_\_, known to me, who by me being placed under oath, disposes and says that he/she is the \_\_\_\_\_ (*title*) of the \_\_\_\_\_ (*establishment*).

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

(SEAL)

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Notary Public in and for the State of Texas

My commission expires \_\_\_\_\_