

**Professional Licensing Agency**  
 402 West Washington Street  
 Room W072  
 Indianapolis, IN 46204



**Eric J. Holcomb**  
 Governor of Indiana  
**Deborah J. Frye**  
 PLA Executive Director

**Funeral Director Courtesy Card**

You may renew online at [www.pla.in.gov](http://www.pla.in.gov) using the Register a Person option to create your login credentials. You may also complete and mail this document with the renewal fee of \$150.00 to the address above. Make check or money order payable to 'Indiana Professional Licensing Agency'. If this document is postmarked after your license expiration date you must include a \$50 late fee. If you answer 'Yes' to any question below send a detailed statement regarding the response with your renewal form.

<b>LICENSEE INFORMATION: Update address, if needed, and provide a current phone number and email address</b>			
Licensee Name	License Number	Expiration Date	Renewal Fee
Street Address:	City	State	Zip
Phone Number	Email Address		
<b>RENEWAL QUESTIONS</b>			
1. Has any professional license, certificate, registration, or permit you hold or have held been disciplined or are formal charges pending in any state or U.S. territory?			YES NO
2. Have you been denied a license, certificate, registration, or permit in any state or U.S. territory?			YES NO
3. Since you last renewed, and except for minor violations of traffic laws resulting in fines and arrests or convictions that have been expunged by a court, have you been arrested, entered into a diversion agreement, been convicted of, pled guilty to, or pled nolo contendere to any offense, misdemeanor, or felony in any state or U.S. territory?			YES NO
4. Pursuant to IC 12-32-15 and IC 12-32-1-6, I swear under the penalty of perjury that I am a United States Citizen			YES *NO
<b>ADDITIONAL INFORMATION</b>			
<ul style="list-style-type: none"> <li>After your license has been renewed you may print a free license card or order one from our website at <a href="http://www.in.gov/pla/license.htm">www.in.gov/pla/license.htm</a>.</li> <li>If a tax protest has been recorded on your license according to the Indiana Department of Revenue (DOR), your license may not be renewed until this agency receives confirmation from the DOR that the protest is removed.</li> </ul>			
<b>LICENSEE AFFIRMATION</b>			
I hereby swear or affirm under the penalties of perjury that the information provided here is true and correct to the best of my knowledge.			
Signature of Licensee		Date (month, day, year)	

Visit [www.pla.in.gov](http://www.pla.in.gov) for additional information regarding your license.

If you have any questions for the State Board of Funeral and Cemetery Service please email [pla12@pla.in.gov](mailto:pla12@pla.in.gov) or call 317-234-3031.

*\*If you indicate you are not a US Citizen, please provide documentation from USCIS that shows proof of your qualified alien (as defined under 8 U.S.C. § 1641) status or documentation indicating you are authorized by the federal government to work in the United States.*

<b>FOR OFFICE USE ONLY</b>		
Renewal Fee:	Receipt No.:	Date: