

Wisconsin Department of Safety and Professional Services

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CEMETERY BOARD

CEMETERY AUTHORITY REGISTRATION APPLICATION INFORMATION

Any Cemetery Authority that operates a cemetery that has less than \$50,000 or more in trust fund accounts for a cemetery shall apply for registration. A Cemetery Authority that operates more than one cemetery shall submit a separate registration for each cemetery that has less than \$50,000 in trust fund accounts.

Exception: A Cemetery Authority of a cemetery organized, maintained, and operated by a town, village, city, church, synagogue, or mosque, religious, fraternal, or benevolent society or incorporated college of a religious order is not required to be registered.

AN APPLICATION IS NOT COMPLETE UNTIL ALL OF THE FOLLOWING DOCUMENTS HAVE BEEN RECEIVED:

1. **Application for Cemetery Authority Registration** - Apply online via LicensE, <https://license.wi.gov/>.
2. **Initial Credentialing Fee** – Pay \$10.00 credential fee online via LicensE. If the credential has been expired 5 or more years, a \$25.00 late renewal fee will also be required.
3. **Affidavit Relating to Alternative Care Fund Investments (Form 2143)** (if applicable) – An officer, an elected trustee or a Certified Public Accountant acting on behalf of the Cemetery Authority shall file an affidavit with the Board which identifies the class and amount of each investment and certifies that each investment is in compliance with the criteria in [Wis. Admin. Code § CB 5.04](#).