

# Wisconsin Department of Safety and Professional Services

Office Location: 4822 Madison Yards Way  
Madison, WI 53705  
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LicensE Portal: [License.wi.gov](https://license.wi.gov)  
Email: [dsps@wisconsin.gov](mailto:dsps@wisconsin.gov)  
Website: <http://dsps.wi.gov>

## CEMETERY BOARD

### CEMETERY AUTHORITY LICENSE APPLICATION INFORMATION

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

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

1. **Application for Cemetery Authority License** - Apply online via LicensE, <https://license.wi.gov/>.
2. **Initial Credentialing Fee** – Pay \$60.00 application fee in LicensE. Note: If credential has been expired more than five years a \$25.00 late renewal fee is also 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](#).

Cemetery Authority (Licensed) web page: <https://dsps.wi.gov/Pages/Professions/CemeteryAuthorityLicensed/Default.aspx>

Related Statutes and Administrative Code: <https://dsps.wi.gov/Pages/RulesStatutes/Cemetery.aspx>