

SCHEDULE A

NORTH CAROLINA BOARD OF FUNERAL SERVICE

1033 Wade Avenue, Suite 108 Raleigh, NC 27605-1158

PRENEED SALES LICENSEES

Each person holding a funeral director or a funeral service license issued by the Board who has taken two (2) or more hours of continuing education on preneed statutes and rules taught by Board staff within the preceding three (3) years may apply for a preneed sales license. If you currently hold, or have previously held, a preneed sales license, you do not need to obtain additional continuing education unless you have been directed to do so pursuant to disciplinary action by the Board. The preneed sales licensee may engage in the following preneed funeral planning activities:

1. discuss with consumers written materials, including price lists and photographs, descriptive of the funeral services, funeral merchandise, the preneed funeral plan, or funeral contract being offered;
2. explain the various types of funeral ceremonies and services and the qualities and characteristics of various kinds of funeral merchandise;
3. sell, on a preneed basis, funeral services, and merchandise;
4. record, on any form or otherwise, specific items of funeral services and merchandise selected on a preneed basis;
5. make funeral arrangements on a preneed basis; and
6. sign preneed contracts.

The sales licensee must complete a separate form for each location in which they are affiliated pursuant to General Statute. A fee of \$20.00 is due for each Preneed Sales Licensee and must be renewed annually.

Name and Preneed Establishment Permit No. of Funeral Establishment: _____

Address of Funeral Establishment: _____

Name, Address, Telephone No., and Email of Applicant	FD or FS License No.	Applicant's Employment or Relationship with Establishment	Date on which Applicant took Board-Sponsored PN CE

VERIFICATION BY APPLICANT

State of North Carolina, County of _____

The undersigned applicants certify that he (she) has read and will comply with the statutes and rules governing the practice of preneed funeral service and further understands that, should a license be granted, it may be revoked or suspended under the provisions of Article 13D, Chapter 90, General Statutes of North Carolina and the Rules of the Board of Funeral Service adopted pursuant to said Article.

Signature of Preneed Sales Licensee Applicant

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Signature of Preneed Sales Licensee Applicant

Attested by: _____
Officer or Manager of Funeral Home

Pursuant to 21 NCAC 34A .0202 and G.S. 25-30-506, a fee of \$35.00 will be charged for returned checks.
Form PN-3A (Revised 6/2026)