

1 21 NCAC 34B .0619 is adopted with changes as published in 39:12 NCR 770-771 as follows:

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3 **21 NCAC 34B .0619 CHANGE OF FUNERAL ESTABLISHMENT MANAGER**

4 (a) Funeral establishments as defined by G.S. 90-210.20(h) and individuals or entities to whom the Board has  
5 issued a permit to engage in the practice of funeral service pursuant to G.S. 90-210.25(a2)(2) (“Unaffiliated Practices”)  
6 shall have in charge a manager licensed by the Board for the practice of funeral directing or funeral service, in  
7 accordance with G.S. 90-210.25(d)(2).

8 (b) Funeral establishments and Unaffiliated Practices ~~must~~ shall notify the Board by email to  
9 permitapplications@ncbfs.org within five (5) days of its licensed manager ceasing his or her service as licensed  
10 manager.

11 (c) To register the name of a replacement manager with the Board, funeral establishments and Unaffiliated  
12 Practices ~~must~~ shall submit by email to permitapplications@ncbfs.org a form containing the following information:

- 13 (1) The name of the funeral establishment or Unaffiliated Practice;
- 14 (2) The permit number of the funeral establishment or Unaffiliated Practice;
- 15 (3) The name and license number of the funeral director or funeral service licensee being named as  
16 manager of the funeral establishment or Unaffiliated Practice;
- 17 (4) The effective date of replacement manager’s appointment as manager;
- 18 (5) Whether the outgoing manager still is employed by the funeral establishment or Unaffiliated  
19 Practice;
- 20 (6) The name and license number of the sole proprietor, partner, LLC member, or corporate officer  
21 satisfying in accordance with the requirements of G.S. 90-210.27A(e);
- 22 (7) The dated signature of the replacement manager; and
- 23 (8) The dated signature of the sole proprietor, partner, LLC member, or corporate officer satisfying in  
24 accordance with the requirements of G.S. 90-210.27A(e).

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27 *History Note: Authority G.S. 90-210.23(a); 90-210.25(d)(2)*  
28 *Eff. May 1, 2025*  
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