



Montana Board of Funeral Service

PO Box 200513

301 S Park, 4th Floor

Helena, MT 59620-0513

Phone: 406-444-5711

Email: UnitB@mt.gov Website: www.funeral.mt.gov

Licensing Requirements and Application Checklist Crematory Operator

License Requirements for Crematory Operator

Below are the minimum requirements you must meet in order to be licensed in the state of Montana.

1. Be at least 18 years of age - [[MCA 37-19-703\(1\)\(b\)](#), [ARM 24.147.1114\(2\)\(a\)](#)]
2. High school graduate or equivalent degree - [[MCA 37-19-703 \(1\)\(b\)](#), [ARM 24.147.1114\(2\)\(b\)](#)]
3. Two moral character references - [[MCA 37-19-703 \(1\)\(b\)](#), [ARM 24.147.1114\(2\)\(c\)](#)]
4. Name and location of the crematory facility - [[MCA 37-19-703 \(1\)](#)]

Checklist of Required Documents to Submit for Application for Crematory Operator

The following documents and additional forms are required in addition to the basic application. Some documents may be submitted directly by the applicant as part of the application. Others, such as transcripts, may need to be sent to the board directly from the source.

- Official license verification from states and jurisdictions in which you hold or have ever held a professional license of any type. It is up to you to request official verification from those states and jurisdictions. Montana accepts whatever official form of verification is offered by other states or jurisdictions.
- Two moral character references submitted using the [Verification of Moral/Professional Character](#) form.
- Proof of high school or equivalency sent directly to the department from the official source if you are not already licensed as mortician or mortician intern in Montana.
- If you answered yes to discipline questions, include a detailed explanation on the event(s) and documentation from the source (licensing board, federal agencies/programs, or civil/criminal court proceedings such as initiating/charging documents, final disposition/judgement documents, etc.).

Application Fee(s) for Crematory Operator

The following fee(s) must be submitted with your application. Online applicants can pay using a credit card or a bank account. If you submit a paper application you must submit a check or money order. Do not mail cash.

- \$300 application fee

You can apply for a license online at <https://ebiz.mt.gov/POL/> or download a paper application from the website. Online application is recommended.

Please include a valid e-mail address with your application. E-mail is the department's primary form of communication.

If you have any questions about the application process or the licensing requirements please contact the Department of Labor and Industry Professional Licensing Bureau using the contact information at the top of this checklist.