



## Montana Board of Funeral Service

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### CHANGE OF CREMATORIAL OPERATOR-IN-CHARGE – OWNER & NEW CREMATORIAL OPERATOR-IN-CHARGE CHANGE FORM

#### **Instructions**

In order to operate, a crematory must have a designated crematory operator-in-charge who is licensed in Montana ([ARM 24.147.1101\(1\)\(b\)](#), [37-19-702\(3\)](#), MCA). The board must be notified within ten days of any change in the designated crematory operator-in-charge by both the crematory and the previous crematory operator-in-charge per [ARM 24.147.409](#).

This form must be submitted by the owner of the crematory which is designating a new crematory operator-in-charge.

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#### Section 1 – Owner and Facility Information

1. Owner Name(s): \_\_\_\_\_
2. Business Name: \_\_\_\_\_
3. Crematory DBA: \_\_\_\_\_  
\*If different than business name\*
4. Business Physical Address: \_\_\_\_\_
5. Business Address: \_\_\_\_\_  
\*Mailing address, if different than physical address\*
6. Business Email Address: \_\_\_\_\_
7. Telephone: \_\_\_\_\_  
Business \_\_\_\_\_  
Cell \_\_\_\_\_
8. Crematory License Number: \_\_\_\_\_

#### Section 2 – Previous Crematory Operator-in-Charge Information

9. Previous Crematory Operator-in-Charge Name: \_\_\_\_\_
10. Previous Crematory Operator-in-Charge License Number: \_\_\_\_\_
11. Effective Date of Change of Crematory Operator-in-Charge: \_\_\_\_\_  
\*i.e. date licensee ceased to be the designated crematory operator-in-charge\*



### **Section 3 – New Crematory Operator-in-Charge Information**

12. New Crematory Operator-in-Charge Name: \_\_\_\_\_

13. New Crematory Operator-in-Charge License Number: \_\_\_\_\_

14. Effective Date of Change of Crematory Operator-in-Charge: \_\_\_\_\_  
\*i.e. date licensee was designated the crematory operator-in-charge\*

### **Section 4 – Declaration**

I, the owner of this crematory as described in Section 1, declare that the licensee described in Section 2 is no longer designated crematory operator-in-charge of this crematory as of the effective date stated in Section 2. The licensee described in Section 3 is designated as the crematory operator-in-charge as of the effective date stated in Section 3.

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Legal Signature of Owner

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Date

I, the crematory operator as described in Section 3 accept the designation as crematory operator-in-charge of this crematory as of the date stated in Section 3.

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Legal Signature of New Crematory Operator-in-Charge

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Date