



The Funeral Directors and Embalmers Act
Funeral Service Provider Record Keeping Report

Inspection date: _____ Inspection Type: Routine Follow-up Complaint

Licence #: _____

Business/Legal Name: _____

DBA: _____

Address: _____

Funeral Director in Charge: _____

Contact #: _____

1. Is the Funeral Director recording the deceased's name, sex and residence? Section #12 (1)a

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2. Is the Funeral Director recording the deceased's date of birth and date of death? Section #12 (1)b

I	A
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3. Is the Funeral Director recording the deceased's occupation at time of death? Section #12 (1)c

I	A
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4. Is the Funeral Director recording the date of funeral and place of burial, cremation or other disposal of the deceased's body? Section #12 (1)d

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5. Is the Funeral Director recording the name and address of the person who made the funeral arrangements? Section #12 (1)e

I	A
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Incomplete

A

Acceptable

N/A – Not Applicable

6. Is the Funeral Director recording the name of the person who authorized the burial, cremation or embalming? Section #12 (1)f

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7. Is the Funeral Director recording the name of the person whom the deceased's cremated remains was released and the date on which this occurred? Section #12 (1)g

 I A

8. Is the general price list and any previous versions of it being kept by the Funeral Director? Section #12 (1)h

 I A

9. Are the particulars of each statement "quote" of selected funeral supplies and services provided under subsection 14.4(1) for the current year and the previous five years being recorded by the Funeral Director? Section #12 (1)i

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10. Is the Funeral Director complying with the Act, the Regulation and any terms and conditions imposed on his/her certificate of qualification, licence or permit? Section #12 (1)j

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