



Governor Doug A Ducey

## Arizona State Board of Funeral Directors & Embalmers

[www.funeralboard.az.gov](http://www.funeralboard.az.gov)

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**Annual Trust Report Instructions:** for Establishments which have never sold prearranged funerals and **do not** have preneed accounts that existed on January 1, 2020 or thereafter.

Complete **all** of the pages of the report.

1. PAGE 1: **This page must be completed and notarized by all funeral establishments.**
2. PAGES 2-5: (Schedule A –E) Put "none" or "0" in the totals

Annual Trust Reports must be submitted electronically.

### **To Submit Your Trust Report:**

1. Log into your establishments e-licensing account.
2. Click on the “Service Request” tab located at the top of your dashboard.
3. Select the Establishment License Number you are filing for.
4. For “Service Request Type” select “Annual Trust Filing Report” from the drop down.
5. Attach the completed trust report. Submit.

**Select a Board**

Arizona State Board of Funeral Directors and Embalmers

**Select a License**

EST Funeral Establishment

**Service Request Type**

Annual Trust Filing Report

**Trust Sold This Year?**

No

**Description**

This establishment does not sell trusts.  
Annual Trust Report is attached.

**Save and Upload Documents** CANCEL

\*You will receive an automatic confirmation email.

### **Fees:**

For Establishments which have no preneed to report, there is no Annual Report fee **if** the report is filed complete and physically in the Board office by May 1, 2021.

If the report is incomplete or is not received in the Board office by May 1, 2021, or otherwise inconsistent with A.R.S. § 32-1309 (e) (10) and A.A.C. R4-12-108 (a) (2), the Annual Report **late fee is \$200.00.**

No exceptions.