**Section 1249.120 Application for Licensure as a Cemetery Authority Not Maintaining a Full or Partial Exemption**

a) Applicants for licensure as a cemetery authority not maintaining a full or partial exemption shall submit, prior to January 1, 2013:

1) A completed application, on forms provided by the Division and signed by the applicant, on which all questions have been answered, including:

A) The cemetery's name, street and city address, and telephone number. If a cemetery does not have a telephone on the property, the cemetery authority shall provide the number of the telephone located at another office of the cemetery authority or the cemetery must designate a phone number, for contact purposes, of someone who has authority over cemetery operations. If the cemetery authority does not receive mail at the street and city address of the cemetery, the cemetery authority shall provide an additional address where mail is or can be received; and

B) The cemetery owner's name, home address, and home telephone number or, if the applicant is a corporation, limited liability company, partnership, or other entity permitted by law, then the name and contact information for each principal, owner, member, officer and shareholder holding 25% or more of corporate stock or other ownership interest;

2) The applicable fee in Section 10-55 of the Act;

3) A statement of assets and liabilities of the cemetery authority and any associated trust funds on forms provided by the Division;

4) Proof that the applicant and, if a corporation or limited liability company, each principal, owner, member, officer and shareholder holding 25% or more of corporate stock or other ownership interest, meet the qualifications provided for in Section 10-21(a) of the Act as a condition of licensure;

5) Authorization to conduct a criminal background check;

6) If a partnership, a copy of the partnership agreement or, if no agreement exists, a list of partners and each partner's ownership interests; if a corporation, a copy of the Articles of Incorporation and a Certificate of Good Standing issued by the Secretary of State within the previous 60 days; if a foreign corporation, a copy of the authorization to conduct business in Illinois; if a limited liability company, a copy of the Articles of Organization and a Certificate of Good Standing issued by the Secretary of State within the previous 60 days; or, if another entity permitted by law, a copy of the relevant document creating the entity; and

7) Any other information required by the Division.

b) Licensure Requirements for Multiple Locations. When a cemetery authority is applying for licensure at more than one location, the cemetery authority shall submit an application and provide an application fee in accordance with Section 10-55 of the Act and subsection (a) of this Section for each location. If all requirements are met, each location shall be issued a separate license.