



CEMETERY AND FUNERAL BUREAU
 1625 N. Market Blvd., Suite S-208, Sacramento, CA 95834
 P 916.574.7870 F 916.928.7988 www.cfb.ca.gov



SUBJECT MATTER EXPERT APPLICATION

Submit this application with your current resume to the Cemetery and Funeral Bureau at the above address.

Completion and submittal of this form does not commit you to examination development workshops, nor does it guarantee that you will be selected. Ten to twelve licensees will be selected from the entire pool of interested individuals for each workshop.

PLEASE PRINT OR TYPE

First Name		Middle Initial		Last Name	
Street Address			City	State	Zip Code
Home Telephone Number ()		Business or Alternate Telephone Number ()		FAX Number ()	
License Type (check all that apply)		License Number		Expiration Date	
<input type="checkbox"/> Funeral Director <input type="checkbox"/> Embalmer <input type="checkbox"/> Cemetery Manager <input type="checkbox"/> Cemetery Broker <input type="checkbox"/> Crematory Manager		_____ _____ _____ _____ _____		_____ _____ _____ _____ _____	
For each license type checked above, how many years of experience do you have?					
Please indicate your main duties (for example: embalming, preneed sales, cemetery sales, crematory operator, etc.).					
What days are you available to participate in a workshop?					
<input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday					

I declare under penalty of perjury that all information provided on this application is true and correct. I understand that if I am selected to participate in examination development workshops, I am required to comply with the terms of the security/confidentiality agreement.

Signature

Date



NOTICE ON COLLECTION OF PERSONAL INFORMATION

Collection and Use of Personal Information

The Cemetery and Funeral Bureau (Bureau) of the Department of Consumer Affairs collects the personal information requested on this form as authorized by Business and Professions Code Sections 30, 144, 7617.1, 7618, 7619, 7620, 7628, 7642, 7643, 7661, 7662, 7665, 7667, 9650, 9650.2, 9650.3, 9700, 9701, 9702.1, 9704, 9715, 9715.1, 9716, 9723, 9723.1, 9741, 9745, 9746, 9781, 9787.3 and the Information Practices Act. The Bureau uses this information principally to identify and evaluate applicants for licensure, issue and renew licenses, and enforce licensing standards set by law and regulation.

Voluntary Submission

Submission of the requested information is voluntary; however, the Bureau cannot consider your application unless you provide all of the requested information.

Access to Personal Information

You may review the records maintained by the Bureau that contain your personal information, as permitted by the Information Practices Act. See below for contact information.

Possible Disclosure of Personal Information

We make every effort to protect the personal information you provide us. The information you provide, however, may be disclosed in the following circumstances:

- In response to a Public Records Act request (Government Code Section 6250 and following), as allowed by the Information Practices Act (Civil Code Section 1798 and following);
- To another government agency as required by State or Federal law; or,
- In response to a court or administrative order, a subpoena, or a search warrant.

Contact Information

For questions about this notice or access to your records, you may contact the Custodian of Records, Cemetery and Funeral Bureau at 1625 North Market Boulevard, Suite S-208, Sacramento, CA 95834, by phone at (916) 574-7870, or by e-mail at emailcfb@dca.ca.gov. For questions about the Department's Privacy Policy, you may contact the Department of Consumer Affairs at 1625 North Market Boulevard, Sacramento, CA 95834, by phone at (800) 952-5210, or by e-mail at dca@dca.ca.gov.