**Section 1249.20 Fees**

a) Section 10-55 of the Act sets out initial licensure and licensure renewal fees.

b) General Fees

1) The fee for restoration from inactive status is the current renewal fee. The fee for the restoration of a license other than from inactive status is $50 plus payment of all lapsed renewal fees.

2) The fee for the issuance of a duplicate/replacement license or a certificate issued for a change of name or address, other than during the renewal period, is $20. No fee is required for name and address changes on Division records when no duplicate license is issued.

3) The fee for a certification of a licensee's regulatory history for any purpose is $20.

4) The fee for a roster of licensees or cemetery workers shall be the actual cost of producing the roster.

5) The fee for approval of a continuing education sponsor is $100.

6) The fee for renewal of approval as a continuing education sponsor is $75.

c) The investigation and mediation fee under Section 25-3 of the Act shall be $150 per hour.

d) The Division may waive fees provided in the Act or in this Part in whole or in part based on hardship.

1) A cemetery authority may apply for a reduction or waiver of any fee based on extreme financial hardship or risk of cemetery abandonment. To apply, the cemetery shall produce its most recent balance sheet, bank statement, and any other evidence that the Division requires that bears on the cemetery authority's financial status. A cemetery authority applying for a fee reduction or waiver must do so with the good faith belief that a fee reduction or waiver is necessary to avoid extreme financial hardship or cemetery abandonment.

2) Cemetery Manager or Customer Service Employee

A) A cemetery manager or customer service employee may apply for a reduction or waiver of any fee based on extreme financial hardship or risk of abandoning his or her position at the cemetery. To apply, the applicant or licensee shall produce:

i) a signed statement from the cemetery authority stating that the cemetery authority is not able to pay the fee on behalf of the applicant or licensee;

ii) a signed statement by the applicant or licensee stating that a fee reduction or waiver is necessary to avoid extreme financial hardship or abandoning his or her position at the cemetery; and

iii) any other evidence that the Division requires that bears on the applicant's or licensee's financial status.

B) A cemetery manager or customer service employee applying for a fee reduction or waiver must do so with the good faith belief that a fee reduction is necessary to avoid extreme financial hardship or abandonment of his or her position at the cemetery.

3) A cemetery authority, cemetery manager or customer service employee tendering a bad faith or frivolous application for a fee reduction or waiver may be subject to disciplinary action for making a material misstatement in furnishing information to the Division under Section 25-10(a)(1) of the Act.

e) The one-time transition fee required by Section 75-55(c) of the Act shall be submitted to the Division, along with the form supplied by the Division, no later than December 15, 2010. All cemetery authorities not maintaining a full exemption or partial exemption shall pay a one-time fee of $20 to the Department plus an additional charge of $1 per burial within the cemetery during the calendar year 2009. Invoices issued by the Division in 2010 shall be paid as indicated in the invoice.