**Section 1249.30 Renewal**

a) Beginning with the August 2014 renewal, every cemetery authority, cemetery manager and customer service employee license issued under the Act shall expire on August 31 every 2 years. Beginning with the August 2016 renewal, every registration as a full exempt or partial exempt cemetery authority issued under the Act shall expire on August 31 every 4 years. The holder of a license or a registration with full exempt or partial exempt status may renew his or her license or registration during the month preceding the expiration date by paying the required fee set forth in the Act. Any cemetery authority seeking renewal of its full exempt or partial exempt status must also certify to the Division that it continues to qualify for its full exempt or partial exempt status in accordance with Section 5-20 of the Act.

b) It is the responsibility of each fully exempt cemetery authority, partially exempt cemetery authority, and licensee to notify the Division of any change of address. Failure to receive a renewal form from the Division shall not constitute an excuse for failure to renew one's license or registration or to pay the renewal fee. Practicing on an expired license is unlicensed practice and subject to discipline under Section 25-10 of the Act.

c) No cemetery authority shall, after the expiration of a cemetery manager or customer service employee license, permit the holder of the expired license to do any work requiring licensure.