

Michigan Department of Labor & Economic Growth
Bureau of Commercial Services
Licensing Division
PREPAID FUNERAL CONTRACT REGULATION
P.O. Box 30018, Lansing, MI 48909
517-241-9252
www.michigan.gov/commerciallicensing

PREPAID FUNERAL CONTRACT SPECIAL REPORT FORM

AUTHORITY: P.A. 255 of 1986, as amended
COMPLETION: Mandatory
PENALTY: Failure to complete may result in denial of registration

This information may be released to the public in accordance with the Freedom of Information Act, 1976 PA 442, as amended

INSTRUCTIONS

Your prepaid funeral contract registration is about to expire. As required by Public Act 255 of 1986 (Act), you need to file a special report of limited review with the department at least 60 days before expiration of your registration certificate. The special report MUST be prepared by a licensed Certified Public Accountant (CPA) before the expiration of your registration. This form may be used by the CPA for that purpose.

If you have not sold, provided, or agreed to provide funeral goods or services under a prepaid funeral contract and have no obligations with respect to an outstanding prepaid funeral contract, you must submit a sworn statement to that affect as required by section 8(5) of the Act.

Please note that the escrow provisions of the Act apply to all proceeds of the contract where the registrant has any legal duty to provide funeral goods or services of any kind after death.

REGISTRANT INFORMATION

Name of Registrant		Michigan Registration Number 34-01-
Street Address		
City	State	Zip Code
Contact Person	Telephone Number ()	
Current Escrow Agent(s) - (Attach additional sheets, if necessary)		

C.P.A. INSTRUCTIONS

Please complete items 1 through 6 of this report. Attach additional pages if more space is needed. In conjunction with Item 4, please note the following:

- Deposit notices must be sent to contract buyers. Annual statements of the escrow monies must also be furnished to contract buyers unless waived by the buyer. In addition, contract buyers must be notified if the escrow agent or depository is changed.
- Required records must be maintained for at least three years after the fulfillment of the contract obligation.
- Contracts used by the registrant must contain disclosures required by Section 15.
- Current escrow agreements must be in effect.
- Funds paid in connection with contracts approved by the Family Independence Agency and made irrevocable may be held and deposited in the manner described for non-guaranteed price contracts.
- The contract seller or provider may not serve as the escrow agent on guaranteed price contracts.
- Non-guaranteed price contract funds must be invested in federally insured interest-bearing accounts. Guaranteed price contract funds must be invested as required by Section 12(5)(b).

RECORDS AND REVIEW DATES

1. I have applied procedures, as described below to the Prepaid Funeral Contract Fund records of the above named registrant covering the three (3) year period of receipts from _____ to _____. It is understood that this report is required by Public Act 255 of 1986, as amended and will be used by the department for regulatory purposes. The following procedures were performed and the

PROCEDURES AND FINDINGS

2. I have reviewed the investments of the escrow accounts where the registrant does not serve as his/her own escrow agent and determined that they were in accordance with Section 12(4) for:

Guaranteed Contracts

Yes

No Exceptions:

Non-Guaranteed Contracts

Yes

No Exceptions:

3. I have reviewed the withdrawals of the escrow accounts where the registrant serves as his/her own escrow agent and determined that they were in accordance with Section 12 and Section 13.

Non-Guaranteed Contracts Only

Yes

No Exceptions:

4. In connection with the procedures referred to above, no matters came to my attention that caused me to believe that the registrant has not complied with Public Act 255 of 1986, as amended.

Yes

No Exceptions:

5. The following corrective action has been taken (if any) for the exceptions listed above.

C.P.A. INFORMATION AND CERTIFICATION

Name of C.P.A. Preparing Report		CPA License Number	State Licensed In
C.P.A. Firm Name		Firm License Number	State Licensed In
Street Address		Daytime Telephone Number ()	
City	State	Zip Code	
Signature of C.P.A. Preparing Report		Date	

This report must be prepared and dated by a licensed Certified Public Accountant (CPA) and received by the Department before the expiration of the registration.