

**[NY DOH FORM LETTER FOR DEPUTIZED AGENT OF A FUNERAL DIRECTOR –
INSERT FUNERAL FIRM LETTERHEAD OF SUPERVISING FUNERAL DIRECTOR]**

[Insert Date]

Re: Executive Order 202.15: Funeral Director Supervising Letter for Deputized Agent
Authorizing Agent: [Insert Name of Supervising Authorizing Agent]
Deputized Agent: [Insert Name of Deputized Agent]

To Whom It May Concern:

The above-mentioned deputized agent of my firm shall be under the direct supervision of [Insert Name of Supervising Authorizing Agent] and we both agree to the following:

- The individual meets the requirements of Executive Order 202.15;
- The individual's duties are limited to the following:
 - To make transfers of bodies; and
 - To sign out bodies.
- The individual is aware that they may not:
 - Conduct services;
 - Oversee final disposition;
 - Embalm bodies;
 - Make funeral arrangements;
 - Sign arrangement forms or death certificates; or
 - Sell funeral merchandise.
- The individual has verified that:
 - They are currently able to work in New York State and will not willfully violate any of the laws in New York State associated with the activities they are asked to perform pursuant to Executive Order 202.15.

**THIS LETTER CEASES TO BE VALID UPON THE GOVERNOR'S DECLARATION THAT
THE STATE OF EMERGENCY IS OVER.**

Signature of the Individual

Signature of the Supervising Funeral Director

Print Name

Print Name